

Updated Recordkeeping Procedure

Sale in Error – Tax Cases

35 ILCS 200/21-310

Interim Recordkeeping update :

Part 1, Section B, Case Number Assignment – page 11

7. Instructions for Selected Documents and Case Categories

• Annual Tax Sale

The annual tax sale case ("County Collector vs. Delinquent Taxpayers") shall be assigned the first TX case number each year (Example: 2020-TX-00000001).

Objections and petitions for issuance of a tax deed filed in response to the annual tax sale shall be assigned a separate TX case number. The clerk shall include copy of or link to the annual tax sale case filed by the County Collector ~~shall be included~~ in each case for which a petition for tax deed or objection is filed.

~~Any~~ petition for sale in error shall be assigned a separate TX case number **unless there is an existing Petition for Tax Deed case on file regarding the same property.** A copy of or a link to the annual tax sale case filed by the County Collector shall be included in each case for which a petition for sale in error is filed.