

**PETITION FOR ANNEXATION**  
TO THE CITY OF BELLEVILLE, ILLINOIS

\_\_\_\_\_  
(Date)

TO THE MAYOR AND MEMBERS OF THE CITY COUNCIL  
OF THE CITY OF BELLEVILLE, ILLINOIS:

The

undersigned, \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

who are the owners of record of all the land hereinafter described, and together with at least  
51% \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

of the electors residing upon the hereinafter described premises, respectfully request that the said  
premises be annexed to the City of Belleville, Illinois:

(LEGAL DESCRIPTIONS)

\_\_\_\_\_

STREET                      TOWNSHIP                      FIRE DISTRICT

This petition is filed pursuant to Chapter 65, Cities and Villages, Section 7-1-1, et seq., of the  
Revised Statutes of the State of Illinois. The undersigned further states that the above described territory  
is not within the corporate limits of any municipality, and is contiguous to the City of Belleville, St. Clair  
County, Illinois.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

State of Illinois            }  
  } SS.  
County of St. Clair        }

I, the undersigned, a Notary Public, in and for said County in the state aforesaid, do hereby certify  
that

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

personally known to me to be the same persons whose names are subscribed in the foregoing instrument, appeared before me this day in person and acknowledged that they signed, sealed and delivered the said instrument as their free and voluntary act for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal, this \_\_\_\_\_ day of \_\_\_\_\_, A.D., \_\_\_\_\_.

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NOTARY PUBLIC



## **INSTRUCTIONS**

The law provides that territory contiguous to a Municipality may be annexed upon petition signed by ALL the owners of such land and ALL the voters residing thereon. Such annexation is initiated by the filing of a written petition signed by said owners of record and said voters residing thereon. It is absolutely necessary that ALL the owners and ALL the voters sign this petition if annexation is to be accomplished in this manner.

The complete legal description for each parcel of land sought to be annexed by the petition should be set out. When filling out the petition on the reverse side, the names of all the owners and their respective spouses, if any, and the names of the voters should be inserted in the spaces provided therefor.

If the territory sought to be annexed is part of any Fire Protection District, the trustees of that District must be notified in writing by certified or registered mail of the petition to annex.

The complete legal description for each parcel of land sought to be annexed by this petition should be set out in the space provided on the reverse side, specifying the ownership of each parcel of land so described.

All those persons signing the petition must do so before a Notary Public, and their names should be filled in the space provided on the reverse side for the Jurat of such Notary Public.

After the signing and notarization of this petition, it should be delivered or sent to the City Clerk, City Hall, Belleville, Illinois, along with 4 copies of the Plats of the area to be annexed, bearing a Land Surveyor's Seal. This seal is mandatory by reason of the statutory provisions relating to the recording of plats and maps. The City Clerk, in turn, will present the petition to the Council for action. Upon presentation to the Council, the petition will be referred to the City Plan Commission for recommendation and if your petition is favorably reported by that Commission to the City Council, an Ordinance annexing the territory will be drawn.