

Checklist for Preparation of Deed

Name of Grantor: _____

Name of Grantee(s): _____

Vesting for
Grantee(s): _____

Phone Number for
Grantee(s): _____

Email for
Grantee(s): _____

Relationship between
Grantor and Grantee
(if any): _____

Property Address: _____

Percentage of
Property being
transferred: _____

Consideration Being
Paid: _____

Transfer Tax
Exemption (if any): _____

Address for
Transmission After
Recording: _____

Other Pertinent
Information: _____