



QUIT CLAIM DEED SELF-HELP

The directions provided herein are intended for informational and educational purposes only and do not constitute legal advice. Use of these directions does not constitute or create an attorney-client relationship with any person, firm or entity. You are cautioned to seek the advice of a qualified attorney, accountant or financial advisor with any questions you may have concerning the execution of a deed. Changing the title to real property may have significant legal, financial, homestead, and tax consequences, which these directions do not address. These directions also do not address the question of whether one should or should not add or remove a party from the legal title to a parcel of real property. **Clerk of Court employees CANNOT give legal advice or otherwise answer any questions regarding the intended legal effect of a deed.** The recording of a deed by the Clerk of Court does not mean that a valid deed has been created or that the deed will accomplish its intended purpose. By law, the Clerk of Court is required to record any notarized deed which is presented.

With reference to completion of the numbered sections as shown on the sample deed:

- **Prepared by and Return to** (Top left hand box): **Print** the name, address and phone number of the person who prepared this deed.
- **Parcel (Strap) Number** (Top left hand box): **Print** the Lee County Property Appraiser Parcel (STRAP) Number. This number can be obtained from the Lee County Property Appraiser website www.leepa.org This STRAP Number CANNOT be used as a legal description.
- **Date** (Main document first page): **Print** the date this deed was executed/created.
- **First Party** (Main document first page): **Print** the name(s) of the Grantor (the current property owners/seller(s) who are transferring or selling the property. Check the marital status of the Grantor; **Print** the mailing address of the Grantor.
- **Second Party** (Main document first page): **Print** the name(s) of the Grantee (the person buying/receiving the property). **Select** how title for the Grantee should vest. The choices are **individually** (to one person); **as tenants in common** (each party owns an equal share); **as joint tenants with right of survivorship** (upon death of one owner, survivor owns property fully); or **as a married couple**. **Print** the mailing address of the Grantee.
- **In consideration of the Sum** (Main document first page): **Print** the sale price, transfer, or consideration amount. Pursuant to Chapter 201, Florida Statutes, this must be on the deed or submitted in a cover letter.
- **Complete Property Legal Description** (Main document bottom of the first page): **Print** the COMPLETE legal description. The property address is **not** a complete legal description. The Property Appraiser Parcel (STRAP) Number is **not** a complete legal description. The description on the Property Appraiser's website may **not** be a complete legal description. The complete legal description should appear on a title insurance policy, a previous deed or mortgage which can be found on LeeClerk.org. **NOTE:** If the complete legal description is too long to fit in the space provided it may be printed on a separate sheet of paper and attached to the deed as an exhibit.



- **Signatures** (Second Page): Florida Law requires that the Grantor(s) sign in front of a Notary Public and the deed must have TWO witnesses to be valid. **Print** the mailing addresses of the witnesses. Our Clerks serve as witnesses (free of charge) and perform the notary service for a fee.

Please note that the information provided in this self-help information form is NOT legal advice and should not be construed as such. If you have a question about a specific issue, or do not understand the information presented, please contact an attorney.

Prepared By & Return To:

Name: _____

Place the name and address of the person who is completing this form

Address: _____

State: _____ Zip Code: _____

Parcel (STRAP) Number _____ **This is the Lee County Property Appraisers Parcel Number; this can be found on your previous deed, tax bill or by accessing www.leepa.org**

Space Above: This Line for Recorder's Use

QUITCLAIM DEED

This quitclaim deed, executed this _____ day of _____, 20_____, by the first party, whose name is _____ **The First Party is the Grantor (s) or in other words the Current Owner(s)**

_____ Select one () a single person, () a married person, () a married couple

Whose mailing address is _____

_____, Grantor,

To the second party whose name is _____ **The Second Party is the Grantee(s) or in other words the Person(s) buying (receiving) the Property.**

_____ Select one () individually, () as tenants in common, () as joint tenants

with right of survivorship, () as a married couple. Whose mailing address is _____

_____, Grantee.

Witness, that the said first party, for the sum of \$ _____, and other good and valuable consideration paid by the second party, the receipt whereof is hereby acknowledged, does hereby remise, release, and quitclaim unto the said second party forever, all the right, title, interest, claim, and demand which the said first party has in and to the following described parcel of land, and all improvements and appurtenances thereto situated in LEE County, Florida, to wit: **(Enter full legal description in space below)**

The Legal Description of the property needs to be listed here. You can use the same description listed on your previous deed.

In Witness Whereof, the said Grantor has signed and sealed these presents the day and year first written above.



Do not sign this form unless in front of a notary public. The signatures must be notarized.



Grantor Signature

Grantor Signature

Grantor Printed Name

Grantor Printed Name

Signed, sealed, and delivered in the presence of:

Witness #1 Signature

Witness #2 Signature

Witness #1 Printed Name

Witness #2 Printed Name

Witness #1 Post Office Address:

Witness #2 Post Office Address:

[Empty rectangular box for Witness #1 Post Office Address]

[Empty rectangular box for Witness #2 Post Office Address]

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of [] physical presence or [] online notarization, this _____ day of _____ 20_____, by _____ who [] is personally know to me or [] produced _____ as identification.

(SEAL)

Signature of Notary Public

Printed Name of Notary Public