Mike Crockett St Clair County Recorder of Deeds #10 Public Sq. Belleville, IL 62220



618-825-2479 recorder@co.st-clair.il.us

Quit Claim Deed Informational Packet

The information in this packet may be provided to our customers with the following disclaimer:

The information in this packet is designed to be used as a point of reference only.

The Recorder's Office is not liable for any mistakes/omissions made by the preparer who completed the document. There may be legal &/or tax implications once a document is made public record.

WE RECOMMEND SPEAKING WITH AN ATTORNEY IN SITUATIONS REGARDING WILLS, HEIRS, PROBATE, DECEASED PARTIES AND SPECIAL CIRUMSTANCES PRIOR TO TAKING FINAL ACTION.

The fee to record a deed in St Clair County is \$55.00

If one of the parties is a government agency the fee is \$36.00

If transfer tax is required, the transfer tax must be paid at the time of recording.

We can accept cash or check (no cards). Please make checks payable to: Recorder of Deeds

Recording Requirements:

- 1. The deed must be dated signed by the grantor(s) and notarized
- 2. All parties involved must be named
- 3. Grantee's address must be listed on the deed
- 4. A complete and full legal description, parcel number, and address (approved by Mapping & Platting)
- 5. The name and address of the preparer
- 6. A "return to" name and address
- 7. Taxpayer name(s) and address for future tax bills
- 8. Either a signed and dated exemption statement or a fully complete Ptax 203 form

Our mailing addresses are:

Overnight: Regular Mail:
Recorder of Deeds Recorder of Deeds
#10 Public Sq, 5th Fl PO Box 543

Belleville, IL 62220 Belleville, IL 62222

If you wish to record in person, our office hours are 8:30-5:00 M-F. You will leave with a recorded copy.

PLEASE NOTE: DUE TO THE LEGAL NATURE OF ALL DOCUMENTS RECORDED IN THIS OFFICE, THE RECORDER'S STAFF IS PROHIBITED FROM ASSISTING YOU IN THE COMPLETION OF YOUR DOCUMENT. WE SUGGEST YOU CONSULT AN ATTORNEY FOR LEGAL ADVICE.

Basic parts of a Quit Claim Deed

	This page is being provided as a courtesy	
Return This Instrument To:	and is not meant to serve as legal advice.	
Name: NAME AND ADDRESS TO WHOM	The Recorder of Deeds staff is unable to	
Address: THE DOCUMENT WILL BE	provide legal advice or opinions.	
RETURNED TO AFTER RECORDING	provide regar advice or opinions.	
Mail Future Tax Bills To:	Additionally, we are unable	
	to assist you in preparing documents.	
A ddanas		
Address: WILL BE PAYING THE PROPERTY TAXES.	We always suggest seeking the assistance of	
TAACS.	a real estate attorney when preparing	
This Instrument Was Prepared By:	any legal document.	
Name: NAME AND ADDRESS OF PERSON		
Address: COMPLETING THIS FORM		
	This space is for Recorder's use only	
QUIT CLAIM	DEED	
	PERSON SELLING/GIVING	
THIS INDENTURE WITNESSETH, that the Granton	PROPERTY	
	ounty of St. Clair and the State of Illinois,	
for and in consideration of the sum of SALE PRICE	and other good and valuable	
considerations, the receipt of which is hereoy acknow	reaged, CONVEYS and QUIT CLAIMS	
PERSON BUYING/RECEIVING PROPERTY	the Grantee(s)	
to reason bornto, necessition and entire	ine Granice(s)	
as TENANCY .		
Whose address is: GRANTEE MAILING AD	DDRESS	
all interest in the following described real estate to wit	t:	
COMPLETE LEGAL DESCRIPTION (CAN BE FOUND ON EXISTING DEED)		
Commonly known as: THE PROPERTY ADDRES	s	
Permanent Parcel No: CAN BE FOUND ON EXISTI		
EXAMPLE 00-00-0-000	0	

Return This Instrument To:	
Name:	
Address:	_
Mail Future Tax Bills To: Name:	
Address:	_
This Instrument Was Prepared By: Name:	
	This space is for Recorder's use only
_	AIM DEED Grantor(s),
for and in consideration of the sum of, considerations, the receipt of which is hereby a	of the County of St. Clair and the State of Illinois, and other good and valuable acknowledged, CONVEYS and QUIT CLAIMS
to	the Grantee(s)
as	
Whose address is:	
all interest in the following described real estat	te to wit:
Commonly known as:	
Permanent Parcel No:	

SUBJECT TO THE EASEMENTS, COVENANTS AND RESTRICTIONS OF RECORD.

Hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws

of the State of Illinois.	· · · · · · · · · · · · · · · · · · ·
Dated this day of	,20
STATE OF ILLINOIS)	
) SS COUNTY OF ST CLAIR)	
I, the undersigned, a Notary Public in	and for said County and State aforesaid, DO HEREBY
instrument, as having executed the sar acknowledged that he/she signed, seal	e person whose name is subscribed to the foregoing me, appeared before me this day in person and ed and delivered the said instrument as his/her free and s therein set forth, including the release and waiver of the and Notary Seal
thisday of	,20
	Notary Public
	(Signature of Grantor)
	(Printed Name of Grantor)
	(Signature of Grantor)
	(Printed Name of Grantor)
Exempt under provisions of Paragraph Tax Law (35 ILCS 200/31-45)	n, Section 31-45 of the Real Estate Transfer
Date:Buyer, Seller	or Representative: