DEED OF FULL RECONVEYANCE

Title Order No.: [Title Order Number] Escrow No.: [Escrow Number]

Assessor’s Parcel No. (APN): [Assessor’s Parcel Number]

Documentary Transfer Tax: $___________
If exempt, enter R&T code: _____________
Explanation: ________________________
___________________________________
Signature of Declarant or Agent determining tax

[Name of trustee, usually a title company] ______________________, a corporation, as Trustee, has caused its corporate name and seal to be hereeto affixed by its duly authorized officer.

Date: __________________

[Name of trustee] ______________________, as Trustee, has caused its corporate name and seal to be hereeto affixed by its duly authorized officer.

The signer should be a representative of the trustee and should identify themselves by name and by their position, such as agent, officer, etc.

1/1/2018: In addition to standard fees, a new $75 fee is charged for recording documents. Leave this blank unless you qualify for an exemption. See back of sheet for more info.

Find this on the current deed.

Recorded concurrently “in connection with” transfer subject to Documentary Transfer Tax
Recorded concurrently “in connection with” a transfer of residential dwelling to an owner-occupier
Transfer is exempt from fee per GC § 27388.1(a)(1):
Fee cap of $225.00 reached
Not related to real property

Copy this information from the Deed of Trust.

Copy this information from the deed showing the transfer to the current owners.

[Enter legal description as written on most recent deed.]
If you prefer, type (or photocopy) the description on a separate page labeled “Exhibit A,” attach it, and enter “See Exhibit A” in this space.

IN WITNESS WHEREOF, [Name of trustee] ______________________, as Trustee, has caused its corporate name and seal to be hereeto affixed by its duly authorized officer.

[Name of trustee]
As trustee
By: ______________________
Role: ______________________
NEXT STEPS:
1. Trustee’s representative signs the Reconveyance in front of a notary public.

2. Record the Reconveyance at the Recorder’s Office in the county where the property is located. If you attached the property description (instead of typing it out), be sure to include the attachment when you record the Affidavit.

3. Fees: There are two fees: a filing fee (currently $20/first page plus $3/additional page in Sacramento) and a $75 Building Homes and Jobs Act fee. Current Sacramento fees are available at the Sacramento County Recorder’s website at www.ccr.saccounty.net/Pages/Fees.aspx.

You may qualify for an exemption from the $75 Building Homes and Jobs Act fee. If you do, be sure to claim the exemption on page 1 of your document, or you will be charged regardless. For more information on this in each California county, visit the California Land Title Association’s information page at www.clta.org/page/SB2CountyDocs.

FOR MORE INFORMATION

- Sacramento County Clerk-Recorder's Office
  http://www.ccr.saccounty.net/
- Sacramento County Assessor's Office
  http://www.assessor.saccounty.net/

Sacramento County Public Law Library
609 9th Street, Sacramento, CA 95814
916-874-6012
saclaw.org