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How to Complete Your California Grant Deed

Grant Deed for Transferring California Real Property (Civil Code Section 1092)

INSTRUCTIONS — KEEP FOR YOUR RECORDS. DO NOT ATTACH THIS PAGE TO YOUR GRANT DEED.

About this form. A grant deed transfers ownership of California real property from the current owner(s) (**grantor**) to the new owner(s) (**grantee**). It is used to sell or give property, add or remove someone on title, or move property into a trust. A grant deed includes the grantor's implied promise that they have not already transferred the property or encumbered it in ways not disclosed. How you take title has legal and tax consequences — if you are unsure, talk to an attorney or title company before signing.

1. **Get a copy of the current deed**
   Copy the legal description, the Assessor's Parcel Number, and the owners' names exactly as they appear. The County Recorder can provide a copy.
2. **Fill in the grantor(s) and grantee(s)**
   Grantors are the current owners. For grantees, also state how they will hold title — for example, as joint tenants, as tenants in common, as community property with right of survivorship, or as trustee of a named trust.
3. **Complete the transfer tax box**
   Enter the county and city documentary transfer tax due, or the Revenue & Taxation Code exemption and a short explanation (for example, a gift with no payment, or a transfer into your own revocable trust). City rates vary.
4. **Mark the $75 recording fee exemption, if any**
   The Building Homes and Jobs Act fee does not apply when the deed is part of a transfer subject to transfer tax or a transfer of a home to an owner-occupier. Otherwise, mark "Not exempt."
5. **Sign in front of a notary**
   Every grantor must sign. Do **not** sign ahead of time. Bring a current government-issued photo ID. We come to your home, office, hospital, or care facility.
6. **Record it with the County Recorder**
   Record the notarized deed in the county where the property is located, with a completed **Preliminary Change of Ownership Report** (form BOE-502-A) to avoid an extra fee. Recording fees apply.

Before and After You Record

- A change in ownership can trigger a property tax reassessment. Parent-child and other exclusions are limited (Proposition 19) — check with the County Assessor first.
- If the property has a mortgage, a transfer may allow the lender to call the loan due. Check with your lender before transferring.
- The County Recorder mails the recorded original to the "When Recorded Mail To" address. Keep it with your important papers.

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SCAN TO BOOK

Questions about this document? Talk to an attorney. Gavrilov & Brooks Law Firm has attorneys licensed in California, Nevada, and other states. Phone and video consultations are available. **(916) 504-0529** · **www.gavrilovlaw.com**

This form is provided as a free convenience. First Choice Mobile Notary & Apostille is not a law firm, and a notary public who is not an attorney cannot give legal advice or help you decide what to write on this form. These instructions are general information only and are not legal advice. If you have questions about your situation, consult a licensed California attorney. © 2027 First Choice Mobile Notary & Apostille. All rights

Recording Requested By:

_____

When Recorded Mail This Deed and Mail Tax Statements To:

Name: _____

Address: _____

City, State, ZIP: _____

Space Above This Line For Recorder's Use

GRANT DEED

_____ Assessor's Parcel Number (APN)

_____ Title Order No. (if any)

_____ Escrow No. (if any)

THE UNDERSIGNED GRANTOR(S) DECLARE(S):

_____ Documentary transfer tax $

_____ City transfer tax $

- ☐ Computed on full value of property conveyed, or
- ☐ Computed on full value less value of liens or encumbrances remaining at time of sale
- ☐ Unincorporated area
- ☐ City of:

_____ (city name)

_____ If exempt, R&T Code §

_____ Explanation of exemption

_____ Signature of declarant or agent determining tax

DECLARATION OF EXEMPTION FROM GOV. CODE § 27388.1 FEE

Building Homes and Jobs Act fee. Mark one if this deed is exempt:

- ☐ Exempt per GC § 27388.1(a)(2): recorded concurrently "in connection with" a transfer subject to documentary transfer tax
- ☐ Exempt per GC § 27388.1(a)(2): recorded concurrently "in connection with" a transfer of a residential dwelling to an owner-occupier
- ☐ Exempt per GC § 27388.1(a)(1): fee cap of $225 reached
- ☐ Not exempt — fee to be paid at recording

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

(name(s) of current owner(s) — GRANTOR(S) — exactly as shown on the current deed)

hereby **GRANT(S)** to

(name(s) of new owner(s) — GRANTEE(S) — and how title will be held, e.g., "a married couple as community property with right of survivorship")

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the following described real property in the County of

_____ _____

(county) (city, or “unincorporated area”)

State of California:

LEGAL DESCRIPTION

Copy exactly from the current deed. If it does not fit, write “See Exhibit A attached” and attach it.

_____

Commonly known as (street address of property)

SIGNATURE OF GRANTOR(S)

Dated: _____

_____ _____

(signature of grantor) (signature of grantor)

_____ _____

(printed name of grantor) (printed name of grantor)

Every grantor named above must sign in front of the notary. Mail tax statements as directed above.

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CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____

(here insert name and title of the officer)

personally appeared _____

, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Seal)

Signature _____

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