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# How to Complete Your Illinois Quitclaim Deed

Quit Claim Deed (Illinois Conveyances Act, 765 ILCS 5/10)

**INSTRUCTIONS — KEEP FOR YOUR RECORDS. DO NOT ATTACH THIS PAGE TO YOUR DOCUMENT.**

**About this form.** A quitclaim deed transfers whatever interest the grantor has in Illinois real estate, with **no promises about title**. It is often used between family members, to add or remove a spouse, or to clear up title.

1. **Fill in the top boxes (Page 1)**
   Enter who prepared the deed, where to mail it after recording, and where to send future tax bills. Leave the large box at the top right blank for the recorder.
2. **Grantor and grantee (Pages 1–2)**
   Enter the current owner (grantor) and new owner (grantee), and check how the grantees will hold title if there is more than one.
3. **Describe the property (Page 2)**
   Copy the full **legal description** and **PIN** exactly from your current deed or tax bill. A street address alone is not enough.
4. **Sign in front of a notary (Page 3)**
   Each grantor signs before the notary with a current, government-issued photo ID. If the property is a **homestead**, the grantor's spouse should also sign to release homestead rights.
5. **Transfer tax exemption (Page 3)**
   Many family transfers for little or no money are exempt from transfer tax. If so, the box on Page 3 lets the buyer, seller, or representative state the exemption paragraph.

## After It's Signed

- Most counties also require an Illinois Real Estate Transfer Declaration (filed online through MyDec) and, in many counties, a Plat Act Affidavit. We have a free Plat Act Affidavit form.
- Record the original with the county recorder (or county clerk) where the property is located, and pay any state, county, and local transfer taxes.
- A deed form does not prove who owns the property or whether there are liens. For a sale or loan, a title company and title insurance are strongly recommended.

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**Have questions about this document?** To consult with an attorney, contact **Gavrilov & Brooks Law Firm** at **(916) 504-0529** or **www.gavrilovlaw.com**.

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# QUIT CLAIM DEED

State of Illinois

*Above space for Recorder's use only*

**This instrument was prepared by:**

Name

Address

**After recording, mail to:**

Name

Address

**Send subsequent tax bills to:**

Name

Address

## THE GRANTOR(S),

Name(s) of grantor(s)

Marital status (e.g., married, unmarried, widowed)

of the City/Village of

County of

State of

for and in consideration of TEN AND NO/100 DOLLARS ($10.00) and other good and valuable consideration in hand paid,

## CONVEYS AND QUIT CLAIMS to

Name(s) of grantee(s)

Address of grantee(s)

Grantor's initials: _____



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Grantee(s) to hold title (check one if more than one grantee):

- as joint tenants with right of survivorship, and not as tenants in common
- as tenants in common
- as husband and wife (or spouses), not as joint tenants or tenants in common, but as tenants by the entirety (homestead property only)

all interest of the Grantor in the following described real estate, without any warranty of title.

situated in the County of

County

in the State of Illinois, to wit:

Legal description (attach Exhibit A if more space is needed)

Permanent Index Number(s) (PIN)

Common address of property

SUBJECT TO: general real estate taxes not yet due and payable; covenants, conditions, restrictions, and easements of record; and the following (write "None" if none):

Grantor hereby releases and waives all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois.

Grantor's initials: _____



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Dated

X
Grantor

Printed name

X
Grantor (or spouse releasing homestead)

Printed name

## NOTARY ACKNOWLEDGMENT

**STATE OF ILLINOIS )**
**COUNTY OF ) SS.**

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY that

Name(s) of grantor(s)

personally known to me to be the same person(s) whose name(s) is/are subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he/she/they signed, sealed and delivered the said instrument as his/her/their free and voluntary act, for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

Given under my hand and official seal, this

day

of (month and year)

X
Notary Public

(Notary seal)

Notary's printed name

My commission expires

## TRANSFER TAX EXEMPTION (complete only if exempt)

Exempt under provisions of Paragraph

Paragraph letter

Section 31-45, Property Tax Code (Illinois Real Estate Transfer Tax Law).

X
Buyer, seller, or representative

Date



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