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How to Complete Your Ohio Fiduciary Deed

Fiduciary Deed (R.C. 5302.09)

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

About this form. An executor, administrator, trustee, or guardian uses an Ohio fiduciary deed to sell or distribute real estate held by an estate or trust.

1. **Fill in the fiduciary and grantee (Page 1)**
   State the capacity, the estate or trust, the court case (if any), and the source of the power to sell.
2. **Describe the property (Page 2)**
   Copy the legal description, parcel number, and prior instrument reference exactly.
3. **Sign before a notary (Page 3)**
   Bring a current, government-issued photo ID. Title companies usually also want the court letters or trust certification.

After It's Signed

- Deeds must first be presented to the county auditor for transfer, with a Real Property Conveyance Fee Statement (DTE 100, or DTE 100EX if exempt), then recorded with the county recorder.
- 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**. Attorneys licensed in California, Nevada, and other states.

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FIDUCIARY DEED

(Ohio Revised Code 5302.09)

Name of fiduciary Capacity (executor, trustee, etc.)
of the

Estate or trust of (name)

Probate court and case number (if any)
by the power conferred by

e.g., the will, the trust agreement, or an order of the court
and every other power, for valuable consideration paid, **grants, with fiduciary covenants, to**

Name(s) of grantee(s)

whose tax-mailing address is

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the following REAL PROPERTY situated in the

City / Village / Township of
State of Ohio:

County of

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

Permanent parcel number

Property address

Prior Instrument Reference: Instrument No. (or Volume and Page), County Recorder’s records

Subject to: easements, restrictions, and conditions of record, zoning ordinances, and taxes and assessments not yet due and payable, and (write "None" if none):

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Executed this day of month and year

X _____

Fiduciary Printed name and capacity

NOTARY ACKNOWLEDGMENT

STATE OF OHIO)
) **ss.**
COUNTY OF)

The foregoing instrument was acknowledged before me on

(date) by (name of fiduciary, in that capacity)

This is an acknowledgment certificate. No oath or affirmation was administered to the signer with regard to the notarial act.

X _____

Notary Public

(Notary seal)

Notary's printed name

My commission expires

This instrument was prepared by (name and address)

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