How to Complete Your Washington Deed of Full Reconveyance

Deed of Full Reconveyance (RCW 61.24.110)

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

About this form. When a loan secured by a Washington deed of trust is paid off, the trustee signs this reconveyance so the records show the property is free of the deed of trust. Private and family loans often need it.

1. **Return address (top of Page 1)**
   Enter where the recorded document should be mailed. Washington recorders allow only the return address in the top 3 inches of the first page.
2. **Indexing block (Page 1)**
   Washington requires the grantor and grantee names, an abbreviated legal description, the assessor's parcel number, and any reference numbers on the first page.
3. **Sign before a notary (Page 3)**
   The trustee signs after the beneficiary requests reconveyance. Bring a current, government-issued photo ID.

After It's Signed

- Record the original with the county auditor (recording office) of the county where the property is located.

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SCAN TO BOOK

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

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YOUR FORM BEGINS ON THE NEXT PAGE

When recorded return to:

DEED OF FULL RECONVEYANCE

(Release of deed of trust, RCW 61.24.110)

Trustee / beneficiary (last name first, then first name and initials)

Grantor of the deed of trust (owner) (last name first, then first name and initials)

Abbreviated legal description (lot, block, plat, or section, township, range) Full legal on page

Assessor's tax parcel or account number Reference numbers (if any)

Name of trustee Address

as trustee under the deed of trust described below, having been requested in writing by the beneficiary to reconvey because the obligation secured has been paid, hereby **RECONVEYS**, without warranty, to the person(s) entitled thereto, all the estate held under that deed of trust.

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Grantor of deed of trust Beneficiary

Date of deed of trust Auditor’s file number County

the following described real estate, situated in the County of

County
State of Washington:

Full legal description (attach Exhibit A if more space is needed)

Property address (for reference)

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X _____

Trustee or authorized signer Title

Printed name

NOTARY ACKNOWLEDGMENT

STATE OF WASHINGTON)
) ss.
COUNTY OF)

This record was acknowledged before me on

(date) by (name)

as (title or capacity) of (name of entity or person represented)

X _____

Notary Public

(Notary seal)

Notary's printed name

Title (Notary Public, State of Washington) My commission expires

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