



Deed Preparation (Charge: \$250) Acris Preparation (Charge: \$200) Transfer Docs (Upstate) Preparation (Charge: \$125)

Please fill in all the data requested below and **be sure all names are spelled correctly and printed clearly.**

PROPERTY INFO:

Borough: _____ Section: _____ Block: _____ Lot: _____

Property Address: _____

Property Type: _____

Total Consideration: _____ Date of Conveyance: _____

Contract of Sale Date: _____ Condition of Transfer: _____ (ie: Fee interest, foreclosure, family transfer, etc.)

Seller Name(s)	Address(es) (after closing):	Social Security Number(s):
_____	_____	_____
_____	_____	_____
_____	_____	_____

If Seller is an Entity or Partnership:

Name of Shareholder/Member/Partner Name	Social Security No. of /Shareholder/Member/Partner
_____	_____
_____	_____
_____	_____

Buyer Name(s)	Address(es) (after closing):	Social Security Number(s):
_____	_____	_____
_____	_____	_____
_____	_____	_____

If Buyer is an Entity or Partnership:

Name of Shareholder/Member/Partner Name	Social Security No. of /Shareholder/Member/Partner
_____	_____
_____	_____
_____	_____