

## Definition of WARRANTY DEED

: a deed warranting that the grantor has a good title free and clear of all liens and encumbrances and will defend the grantee against all claims

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**SANTA ROSA COUNTY CLERK OF COURTS  
RECORDING DEPARTMENT  
PO BOX 472, 6495 CAROLINE STREET  
MILTON, FLORIDA 32572  
(850)983-1966 FAX (850)983-1991**

**RECORDING REQUIREMENTS**

**ALL INSTRUMENTS (DOCUMENTS):**

1. Must be original. We cannot record a copy unless it is recorded and certified from another Clerk's office. (FS 695.19)
2. Must be notarized. This means it must have an acknowledgment, a notary seal (photographically reproducible black ink), the type of identification given (valid picture ID or personally known to). (FS 117.05), (FS 695.25)
3. Must have a "prepared by" statement. (Name and address of natural person or under whose supervision) (FS 695.26 (1)(b))
4. For recording instruments affecting real property a 3 by 3 inch space at the top right corner on the first page and a 1 by 3 inch space at the top right corner on each subsequent page is required. (FS 695.26(1)(e))

**ALL TRANSFERS OF REAL PROPERTY (warranty deeds, quit claim deeds, etc.) MUST HAVE:**

1. A grantor (seller)
2. A grantee (buyer)
3. Mailing address of grantee. (FS 695.26 (1)(f))
4. Legal description
5. Two witnesses (FS 689.01)
6. Notarization
7. "Prepared by:"

**REQUIRED RECORDING FEES:**

**Recording**.....\$10.00 1<sup>st</sup> page, \$8.50 for each additional page. (FS 28.24)

**Indexing**.....\$1.00 additional fee per name for all names over four, per document. (FS 28.24)

**State Documentary Stamps**.....\$.70 per \$100.00 or fraction thereof on deeds/conveyances, etc. (FS 201.02)

**Mortgage on property:** the total consideration includes any mortgages encumbering the property being transferred. (12B-4.013(21)) **Husband and wife deeds:** no tax is due on a deed executed on or after July 1, 1997 between spouses or former spouses at the time of divorce. This applies **only** to the marital home (12B-4.013(27)).

.....\$.35 per \$100.00 or fraction thereof on Mortgages/written obligations to pay, etc. (FS 201.08)

**Intangible Tax**.....2 mills (.002) on each dollar of just valuation of all notes, etc. secured by mortgage, etc. upon real property. (FS 199.133)

*This Warranty Deed, Made this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_*

*hereinafter called the Grantor, to \_\_\_\_\_*

*whose post office address is \_\_\_\_\_*

*hereinafter called the Grantee.*

This document was prepared by:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Whenever used herein the terms "Grantor" and "Grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, wherever the content so admits or requires)

*Witnesseth, That the Grantor, for and in consideration of the sum of \$ \_\_\_\_\_  
and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens,  
remises, releases, conveys and confirms unto the Grantee all that certain land, situate in the County of \_\_\_\_\_,  
State of \_\_\_\_\_, wit:*

*Together, with all the tenements, hereditaments and appurtenances thereto belong or in anywise  
appertaining. To Have and to Hold, the same in fee simple forever.*

*And the Grantor hereby covenants, with said grantee that the grantor is lawfully seized of said land in fee  
simple; that the grantor has good right and lawful authority to sell and convey said land, and hereby warrants the  
title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is  
free of all encumbrances, except taxes accruing subsequent to December 31, 20\_\_\_\_.*

*In Witness Whereof, the said Grantor has signed and sealed these presents the day and year first above written.*

*Signed, sealed and delivered in the presence of:*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Print name Witness

\_\_\_\_\_  
Print address of Witness

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Print name Witness

\_\_\_\_\_  
Print address of Witness

\_\_\_\_\_  
Signature of Grantor

\_\_\_\_\_  
Print Name of Grantor

\_\_\_\_\_  
Signature of Co-Grantor

\_\_\_\_\_  
Print name of Co-Grantor

State of \_\_\_\_\_ }  
County of \_\_\_\_\_ }

The foregoing instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by  
\_\_\_\_\_ who is personally known to me \_\_\_\_\_ or who produced  
\_\_\_\_\_ as identification and by means of physical presence.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
My Commission Expires