



Alachua County Clerk of Court
Real Property Transfer Information Sheet

Note: This form is used for internal purposes only.

Date: _____

Individual/Organization Name: _____

PROPERTY Parcel ID: _____

Date of sale/transfer: _____ Sale/Price/Consideration: \$ _____

Is a mortgage on the property? _____ Yes _____ No

If yes, the amount of the mortgage at the time of transfer: \$ _____

Type of document being recorded?

_____ Deed _____ Contract for Deed _____ Other: _____

DOCUMENTARY STAMPS being paid is:

- _____ Full Doc Stamps
- _____ Partial Doc Stamps (Explanation required)
- _____ Minimal Doc Stamps of \$0.70 (Explanation required)
- _____ No Doc Stamps – Exempt (Explanation required)

Explanation: _____

Paying documentary stamp tax (“doc stamps”) is not optional and must be paid unless you have a valid exemption. The department of revenue routinely reviews and audits documents to ensure that proper tax is paid.

Section 201.02(1)(a), Florida Statutes, imposes a tax (commonly referred to as documentary stamp tax) on documents that transfer, assign, or otherwise convey an interest in Florida real property at the rate of \$0.70 per \$100 on total consideration.

Consideration includes, but is not limited to, the money paid or agreed to be paid; the discharge of an obligation; and the amount of any mortgage, purchase money mortgage lien, or other encumbrance, whether or not the underlying indebtedness is assumed. If the consideration paid or given in exchange for real property or any interest therein includes property other than money, it is presumed that the consideration is equal to the fair market value of the real property that is transferred or interest therein.

Failure to pay the required tax may result in penalties equal to 10% of any unpaid tax if the failure is for 30 days, with an additional 10% for each additional 30 days, up to 50% of the unpaid tax. In addition, interest is charged based upon the amount of tax due from the date of recording until the tax is paid. §201.17(2)(c), Florida Statutes.