



Crystal K. Kinzel
Collier County Clerk of the Circuit Court and Comptroller
3315 Tamiami Trail East, Suite 102
Naples, Florida 34112-5324

Real Property Transfer Information Sheet

This information must be submitted with the following documents for them to be recorded in the Official Records: Agreements for Deeds, Deeds, Easements, and Assignments that transfer interest in real property.

SUBMITTER INFORMATION

Printed Name: _____

Company/Firm Name: _____

Submitter Address: _____

Phone: _____ E-mail: _____

PROPERTY INFORMATION

Transfer from: _____
(Grantor/Seller)

Transfer To: _____
(Grantee/Buyer)

Date of Sale/Transfer: _____

Purchase Price/Consideration: \$ _____

Is there an existing Mortgage on the property? Yes _____ No _____

If yes, what is the remaining balance? \$ _____

DOCUMENTARY STAMPS

Failure to pay required taxes may result in penalties and interest. F.A.C. 12B-4.005

Are you paying full doc stamps? Yes _____ No _____
(if no, explain below)

Are you paying minimal (\$0.70) doc stamps? Yes _____ No _____
(if no, explain below)

Are you exempt under Florida Law or Administrative Code? Yes _____ No _____
(If yes, explain below)

If Agreement for Deed, are you delaying deed doc stamps? Yes _____ No _____

Explanation: _____

GRANTOR, GRANTEE or AGENT

Signature: _____

Printed Name & Role: _____