

RECORDING A DEED WITH THE REGISTRY OF DEEDS

CREATE

- If you need to update any information on your deed, add or delete a Grantor or Grantee, or sell your property, then a new deed will need to be created.
- The Registry of Deeds cannot simply change a deed. These records are a permanent part of county history.
- You can create a deed yourself by researching deed transfer forms; but for legal advice, please contact a lawyer as they can guide you to the best option for your intention.
- The new deed will need to be **acknowledged** by a Notary Public or Attorney.
- State statutes require the **names of the Grantor(s) and Notary/Attorney to be printed/typed under their signatures.**

THE REGISTRY OF DEEDS CANNOT PROVIDE LEGAL ADVICE.

RECORDING

The new deed can be hand delivered or mailed to the Registry for processing:

Franklin County Registry of Deeds
140 Main Street, Suite 5
Farmington, ME 04938

Please include the following, regardless of hand delivery or mailing:

- Self-addressed stamped envelope
(We will return the deed to you once processed)
- Check made payable to: "Registry of Deeds"
- New deed/any supporting information in proper sequence to be recorded
- Real estate transfer tax declaration form. (RETTD)
(which can be downloaded from www.maine.gov)

FEES

- \$22.00 for the first page of document and \$2.00 each additional page
- The RETTD form does not count in calculating fees
- Any transfer tax due is required to be paid at the time of recording.
- First four names of Grantor/Grantee are free (\$1.00 each name after four)

CONTACT

Please contact the Registry staff for any further information: (207) 778-5889

Susan Black, Register, sblack@franklincountymaine.gov
Jessica Brown, Deputy Register, jbrown@franklincountymaine.gov