Quitclaim Deed – IC 32-21; IC 36-2-11

Requires:

1. From parties (Grantor)

2. To parties (Grantee)

3. Legal description

4. Grantee address: must be physical address not PO Box

5. Signatures with names typed or printed below or next to each name

6. Signatures acknowledged or notarized

7. Prepared by statement

8. Social Security redaction statement

9. Auditor's transfer stamp and Assessor's sales disclosure stamp (if required)

General Affidavits – IC 36-2-11-19; IC 32-21

Requires:

1. From parties (Grantor)

2. To parties (Grantee, optional – some have only one party)

3. Signatures with names typed or printed below or next to each name

4. Signatures acknowledged or notarized

5. Prepared by statement

6. Social Security redaction statement

Comments: If it involves interest in real estate, it must have the Auditor's Office Transfer stamp and a legal description.

Real Estate Contract – IC 36-2-11; IC 32-21-1

Requires:

1. From parties (Grantor)
2. To parties (Grantee)
3. Legal description
4. Signatures with names typed or printed below or next to each name
5. Signatures acknowledged or notarized
6. Prepared by statement
7. Social Security redaction statement
8. Auditor's stamp
9. Sales disclosure stamp (County's discretion)

Mortgage or Subordinate (Second) Mortgage – IC 32-29; IC 36-2-7-10

Requires:

1. From parties (Grantor)
2. To parties (Grantees)
3. Legal description
4. Signatures with names typed or printed below or next to each name
5. Signatures acknowledged or notarized
6. Prepared by statement
7. Social Security redaction statement

Mortgage Release – IC 32-29-5

Requires:

1. From parties (Grantor)

2. To parties (Grantee)

3. Cross reference to original recorded mortgage document

4. Signatures with name typed or printed below or next to each name

5. Signatures acknowledged or notarized

6. Prepared by statement

7. Social Security redaction statement

8. Witness signature, also notarized

Comments: May have additional cross references to re-recordings of the original mortgage and subsequent assignments, assumptions, modifications, and subordinations.

Power of Attorney – IC 30-5-3

Requires:

1. From parties (Grantor)

2. To parties (Grantee)

3. Signatures with names typed or printed below or next to each name

4. Prepared by statement

5. Social Security redaction statement

6. Signatures acknowledged or notarized Comments: Recorded instrument number of a Power of Attorney must be cross referenced on a document being signed by an Attorney in Fact.