

**Disclaimer:** This sample document shows how the general statutory recording requirements apply to two common land records - Quit Claim Deed and Warranty Deed. The document is not a substitute for legal advice or assistance you should obtain from an attorney or a real estate professional. This office does not supply blank forms. Forms may be obtained from a real estate professional or an office supply store.

3 4 1  
5  
 <Title of Document>

The Grantor 6

Quit claims or Warrants and conveys to: 7

The following described premises situated in the City of 8, County of Wayne, State of Michigan;

Legal description of property 9

Commonly Known Address 10

Property ID No: 11

Consideration amount: 12  
 or  
 State and County exemptions: Exempt under M. S. A. Exempt under M. C. L. A.

Subject To:  
 Existing building and use restrictions, easement of record, and zoning ordinances, if any.

2 Dated: 13

Grantor's Signature 14  
 Grantor Name

State of 15 County of 16

The foregoing instrument was acknowledge before me on 17, by 18

Notary Public Signature 19  
 Notary Public Name

Notary Public, State of 20 County of 21

Commission expires 22

Acting in the County of 23

When Recorded Return To: 24 Drafted By: 25 26

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- 1.) 2 ½" margin at the top.
  - 2.) ½" margin at the bottom and the sides.
  - 3.) Font must be black and at least ten point.
  - 4.) Paper sizes 8 ½" x 11" or 8 ½" x 14".
  - 5.) Title of Document.
  - 6.) Grantor's name, address, and marital status.
  - 7.) Enter whether Quit claims or Warrants and conveys (determined by the transaction type) along with grantee's name and address.
  - 8.) Property City or Township.
  - 9.) Property legal description (i.e., lot, liber, page, block, plat, or section, township, range, quarter/quarter or unit, building, and condo name.
  - 10.) Property street address.
  - 11.) Property tax parcel number.
  - 12.) Property sales amount (consideration) and/or State and County Exemptions (if applicable) as required by the type of transaction.
  - 13.) Date document was executed.
  - 14.) Grantor signature \* and printed name.
  - 15.) State where notarized \*\*
  - 16.) County where notarized \*\*
  - 17.) Date notarized \*\*
  - 18.) Grantor name printed as signed \*\*
  - 19.) Notary signature and printed name \*\*
  - 20.) State of Notary \*\*
  - 21.) County of Notary \*\*
  - 22.) Date the Notary Commission Expires \*\*
  - 23.) County in which signed \*\*
  - 24.) Name and address of the person to whom the document should be returned.
  - 25.) Name and address of the drafter.
  - 26.) Warranty Deeds require tax certification.
- \* All signatures must be original in black or blue ink.  
 \*\* Entered by notary.