



## REALTY TRANSFER TAX STATEMENT OF VALUE

See Reverse for Instructions

**RECORDER'S USE ONLY**

State Tax Paid

Book Number

Page Number

Date Recorded

Complete each section and file in duplicate with Recorder of Deeds when (1) the full value/consideration is not set forth in the deed, (2) when the deed is without consideration, or by gift, or (3) a tax exemption is claimed. A Statement of Value is not required if the transfer is wholly exempt from tax based on: (1) family relationship or (2) public utility easement. If more space is needed, attach additional sheet(s).

**A CORRESPONDENT - All inquiries may be directed to the following person:**

Name		Telephone Number:	
		Area Code (     )	
Street Address	City	State	Zip Code

**B TRANSFER DATA**

Grantor(s)/Lessor(s)			Date of Acceptance of Document		
Street Address			Grantee(s)/Lessee(s)		
City	State	Zip Code	City	State	Zip Code

**C PROPERTY LOCATION**

Street Address		City, Township, Borough	
County	School District	Tax Parcel Number	

**D VALUATION DATA**

1. Actual Cash Consideration	2. Other Consideration	3. Total Consideration
	+	=
4. County Assessed Value	5. Common Level Ratio Factor	6. Fair Market Value
	x	=

**E EXEMPTION DATA**

1a. Amount of Exemption Claimed	1b. Percentage of Interest Conveyed

**2. Check Appropriate Box Below for Exemption Claimed**

- Will or intestate succession \_\_\_\_\_ (Name of Decedent) \_\_\_\_\_ (Estate File Number)
- Transfer to Industrial Development Agency.
- Transfer to a trust. (Attach complete copy of trust agreement identifying all beneficiaries.)
- Transfer between principal and agent. (Attach complete copy of agency/straw party agreement.)
- Transfers to the Commonwealth, the United States and Instrumentalities by gift, dedication, condemnation or in lieu of condemnation. (If condemnation or in lieu of condemnation, attach copy of resolution.)
- Transfer from mortgagor to a holder of a mortgage in default. Mortgage Book Number \_\_\_\_\_, Page Number \_\_\_\_\_.
- Corrective or confirmatory deed. (Attach complete copy of the prior deed being corrected or confirmed.)
- Statutory corporate consolidation, merger or division. (Attach copy of articles.)
- Other (Please explain exemption claimed, if other than listed above.) \_\_\_\_\_

Under penalties of law, I declare that I have examined this Statement, including accompanying information, and to the best of my knowledge and belief, it is true, correct and complete.

Signature of Correspondent or Responsible Party	Date

**FAILURE TO COMPLETE THIS FORM PROPERLY OR ATTACH APPLICABLE DOCUMENTATION MAY RESULT IN THE RECORDER'S REFUSAL TO RECORD THE DEED.**

## **INSTRUCTIONS FOR COMPLETING REALTY TRANSFER TAX STATEMENT OF VALUE**

**Section A Correspondent:** Enter the name, address and telephone number of party completing this form.

**Section B Transfer Data:** Enter the date on which the deed or other document was accepted by the Party(ies). Enter the name and address of the Grantor(s)/Lessor(s) and Grantee(s)/Lessee(s). You must list all names. Attach additional sheet(s) with full name and address of parties involved, if necessary.

**Section C Property Location:** This section deals with the property being transferred; complete fully. Include the tax parcel number where applicable and the county where the Statement is being filed.

**Section D Valuation Data:** Complete for all transactions.

1. **Actual Cash Consideration** - Enter that amount.
2. **Other Consideration** - Enter the total amount of noncash consideration such as property and securities. Include mortgages and liens existing before the transfer and not removed thereby, and the agreed consideration for the construction of improvements.
3. **Total Consideration** - Indicate on line 3 the total of lines 1 and 2. This will be the total consideration for the purchase of the property.
4. **County Assessed Value** - Enter the actual assessed value of the property as per records of the county assessment office.
5. **Common Level Ratio Factor** - Enter the county common level ratio factor applicable for the county in which the property is located. An explanation of this factor is provided below.
6. **Fair Market Value** - Multiply the county assessed value (4) and the county common level ratio factor (5) and enter the result in block 6.

**Section E Exemption Data:** Complete only for transactions where an exemption is claimed.

- 1a. **Amount of Exemption Claimed** - Enter the dollar amount of the total consideration claimed as exempt.
- 1b. **Percentage of Interest Conveyed** - Enter percentage of interest conveyed.
2. **Check Appropriate Box for Exemption Claimed** - Boxes are provided for the most often used Pennsylvania realty exemptions. Each is explained in order of appearance on the Realty Transfer Statement of Value form.

**"Will or Intestate Succession"** - A transfer by Will for no or nominal consideration, or under the intestate succession laws is exempt from tax. Provide the name of the decedent and estate file number in the space provided.

**"Transfer to a Trust"** - A transfer for no or nominal consideration to a trust is exempt from tax when the transfer of the same property would be exempt from tax if the transfer were made directly by the grantor to all the possible (including contingent) beneficiaries. Attach a complete copy of the trust agreement and identify the grantor's relationship to each beneficiary.

**"Transfer Between Principal and Agent"** - A transfer between an agent or principal for no or nominal consideration is exempt. Attach a complete copy of the agency/straw party agreement.

**"Transfer to the Commonwealth, the United States and Instrumentalities by Gift, Dedication, Condemnation or in Lieu of Condemnation."** - If the transfer is by condemnation or in lieu of condemnation, attach a copy of the resolution.

**"Transfer from Mortgagor to Holder of a Mortgage in Default"** - A transfer from a mortgagor to a holder of a mortgage in default, whether pursuant to a foreclosure or in lieu thereof, is exempt. Provide the mortgage book number and page number where mortgage is recorded.

**"Corrective Deed"** - A deed for no or nominal consideration which corrects or confirms a deed that was recorded previously but does not extend or limit the title or interest under the prior deed is exempt from tax. Attach a complete copy of the prior deed being corrected or confirmed.

**"Statutory Consolidation, Merger or Division"** - A transfer made pursuant to the statutory consolidation or merger of a corporation (15 P.S. §1901 et seq or 15 Pa. C.S. §7921 et seq) or the statutory division of a nonprofit corporation (15 Pa. C.S. §7941 et seq) is exempt from tax. Attach a copy of the articles of consolidation, merger or division.

**"OTHER" (PLEASE EXPLAIN EXEMPTION CLAIMED IF OTHER THAN THOSE LISTED ABOVE.)** - When claiming an exemption other than those listed, you must specify which exemption is claimed. When possible, provide the applicable statutory citation. Attach additional pages, if necessary. Attach a copy of applicable documentation.

### **COMMON LEVEL RATIO FACTOR**

This is a property valuation factor provided by the PA Department of Revenue by which the county assessed value is multiplied to determine the taxable value of real estate for all nonarm's length transactions, leases and acquired companies. The factor is based on the common level ratio established by the State Tax Equalization Board. The common level ratio is a ratio of assessed values to current fair market values as reflected by actual sales of real estate in each county. A statewide list of the factors is available at the Recorder of Deeds' office in each county.

**THIS STATEMENT MUST BE SIGNED BY A RESPONSIBLE PERSON CONNECTED WITH THE TRANSACTION.**