



County Clerk, Recorder and Assessor
www.sbcrecorder.com

Change of Title and Transfers of Property

Conveyances of title to real property are commonly evidenced by the recording of an instrument. Additions of spouses, transfers of property into or out of trusts, and removal of persons from title are examples of changes in title that can be accomplished by the preparation, execution, and recording of a document reflecting the change.

The most common types of recordable documents effecting title changes are:

- Deeds
- Affidavits of Death
- Court Orders

It is highly recommended that you consult an attorney or professional document preparation service if you are contemplating making any change in title to real property. Without the advice of a professional, you cannot really be sure that the document you create will work the way you want it to.

Please note that changes to title may result in the reassessment of the property for property tax purposes. Additionally, many transfers are subject to Documentary Transfer Tax and some may trigger an I.R.S. gift tax or other legal consequences. It is important to weigh these considerations before effecting the change.

If you choose to prepare the document yourself, it is your responsibility to determine the appropriate form(s) and course of action that best suit your particular needs. Pursuant to Government Code 24004 and Business and Professions Code 6125, members of the Recorder's Office are prohibited from providing legal advice. This prohibition includes offering any guidance as to what processes must be undertaken, how to complete the forms, or determining what forms are required in order to make any changes in the title to real property.