

COURTHOUSE USE ONLY	
BOOK PAGE	RATIO CARD

**CERTIFICATE OF REAL ESTATE VALUE**  
SDCL 7-9-7 ARSD 64:04:01:06.01

Certificate of Real Estate Value form must be filed with any deed or contract for deed dated after July 1, 1988 used in the purchase, exchange, transfer or assignment of interest in real property.

- This form is required for all deeds (warranty deed, quit claim deed, grantor's deed, sheriff's deed, trustee's deed, mineral deed and similar instruments). It is also required for a contract for deed, a memorandum of a contract for deed, addenda to contract for deed, and notice of contract for deed. NOT NEEDED FOR: Divorce Decree, Probate Decree, Easement, Transfer of Death Deed, or instruments to the State of South Dakota conveying highway right-of-way (SDCL 7-9-7.3)
- **The buyer/grantee must use a mailing address. It will be used for tax notices.**
- **The box labeled Owner Occupied is important!** – Applies to sales, gifts, estate distributions, and any other transfer to a person (the grantee) who will occupy the property as a principal residence. It will allow the grantee, if eligible, to maintain the classification of owner-occupied on the property and receive the lower property tax rate for the property. If the box is completed, it must be completed by and contain the grantee signature only. In the event of multiple grantees, only one grantee should sign. This box cannot be signed by an agent of the grantee.

**APPLICANT INFORMATION** \* Designates required fields

SELLER(S)/GRANTOR(S) *		PHONE NUMBER *	EMAIL
MAILING ADDRESS *	CITY *	STATE *	ZIP CODE *
BUYER(S)/GRANTEE(S) *		PHONE NUMBER*	EMAIL
MAILING ADDRESS *	CITY *	STATE *	ZIP CODE *
NEW MAILING ADDRESS (if changed)	CITY	STATE	ZIP CODE
LEGAL DESCRIPTION * (copy description from document you are recording or attach an exhibit with the legal description)			

**INSTRUMENT INFORMATION** (document being recorded) \* **This section is required in full**

DATE OF INSTRUMENT	TYPE OF INSTRUMENT:	CONTRACT FOR DEED ( )	QUIT CLAIM DEED ( )	EXECUTOR'S DEED ( )
DATE		WARRANTY DEED ( )	MINERAL DEED ( )	TRUSTEE'S DEED ( )
		OTHER ( ) – SPECIFY: _____		
DOES THE INSTRUMENT CHANGE WHO IS RESPONSIBLE FOR PAYMENT OF REAL ESTATE TAXES? YES ( ) NO ( )				

<ul style="list-style-type: none"> <li>• WAS THIS PROPERTY OFFERED FOR SALE TO THE GENERAL PUBLIC? YES ( ) NO ( )</li> <li>• RELATIONSHIP BETWEEN GRANTEE AND GRANTOR NO ( ) YES ( ) STATE RELATIONSHIP: _____</li> <li>• WAS THIS PROPERTY SOLD BY: OWNER ( ) AGENT ( )</li> </ul>	<ul style="list-style-type: none"> <li>• ACTUAL CONSIDERATION EXCHANGED \$ _____</li> <li>• ADJUSTED PRICE PAID FOR REAL ESTATE \$ _____ (actual consideration less amount paid for major items of personal property as listed below)</li> </ul>
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List any major items of personal property and their value which were included in the total purchase price. (i.e. furniture, inventory, crops, leases, franchises):

IF TRANSACTION WAS A SALE, WAS THE SELLER PAID IN FULL BY OR AT THE TIME OF THE SALE? YES ( ) NO ( )

- IF NO, HOW WILL THE SELLER BE PAID THE UNPAID BALANCE?  
\_\_\_\_\_ DOWN PAYMENT: \$ \_\_\_\_\_

INTEREST RATE: _____%	PAYMENT FREQUENCY: MONTHLY ( ) YEARLY ( )	NO. OF PAYMENTS: _____	BALLOON PAYMENT (if any): \$ _____
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BY SIGNING THIS DOCUMENT, I CERTIFY THAT I AM AUTHORIZED TO SIGN AND THAT THE ABOVE INFORMATION IS TRUE AND CORRECT.

SIGNATURE (Seller, Buyer, or Agent) *	TITLE	DATE *
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**OWNER-OCCUPIED** (this box to be completed by one Grantee only)

PROPERTY IS CURRENTLY CLASSIFIED AS OWNER-OCCUPIED	YES ( ) NO ( )	COUNTY _____
I WILL OCCUPY THIS PROPERTY ON _____	DATE	<b>These items are important to complete for property to continue to be classified as owner occupied for a lower property tax rate.</b>
PROPERTY WILL BE MY PRINCIPAL RESIDENCE ON THE ABOVE STATED DATE	YES ( ) NO ( )	
I OWN ANOTHER RESIDENTIAL PROPERTY IN THE UNITED STATES	YES ( ) NO ( )	IF YES – _____ CITY STATE
GRANTEE SIGNATURE	DATE	

**DIRECTOR OF EQUALIZATION OFFICE USE ONLY FOR OWNER OCCUPIED SECTION**

GRANTEE OF PROPERTY NAME: \_\_\_\_\_

THE REQUEST FOR PROPERTY TO BE CLASSIFIED AS OWNER OCCUPIED IS:  
( ) APPROVED ( ) DENIED ( ) ACKNOWLEDGE RECEIPT: Your request will be reviewed \_\_\_\_\_

REASON FOR DENIAL	
DIRECTOR OF EQUALIZATION OFFICE SIGNATURE	DATE

## Exemptions from Real Estate Transfer fee

43-4-22. Exemptions from real estate transfer fee. The fee imposed by § 43-4-21 does not apply to any transfer of title:

- (1) Recorded before July 1, 1968;
- (2) By or to the United States of America, this state, or any instrumentality, agency, or political subdivision of either;
- (3) Solely in order to provide for or to release security for a debt or obligation;
- (4) Which confirms or corrects a deed previously executed and recorded;
- (5) Between husband and wife, or parent and child with only nominal actual consideration therefor;
- (6) On sale for delinquent taxes or assessments, sheriffs' deeds, other deeds issued in foreclosure actions or proceedings or deeds issued in lieu of foreclosure actions or proceedings;
- (7) On partition;
- (8) Pursuant to any mergers or consolidations of corporations or limited liability companies or plans of reorganization by which substantially all of the assets of corporations or limited liability companies are transferred;
- (9) By a subsidiary corporation to its parent corporation for no consideration, nominal consideration, or in sole consideration of the cancellation or surrender of the subsidiary's stock;
- (10) Pursuant to decrees of distribution entered in any decedent's estate;
- (11) Between an individual grantor, or grantors, and a corporation, where the grantor or grantors and the owner of the majority of the capital stock of the corporation are the same person;
- (12) Between any corporation and its stockholders or creditors, or between any limited liability company and its members or creditors, if to effectuate a dissolution of the corporation or limited liability company it is necessary to transfer the title of real property from the corporate entity to the stockholders or creditors;
- (13) On cemetery lots and grave sites;
- (14) Between an individual grantor, or grantors, and a limited or general partnership if the grantor or grantors and the owner of the majority interest in the limited or general partnership are the same person;
- (15) Between a fiduciary and a beneficiary of the fiduciary or between a fiduciary and a third party, if the transfer or conveyance is to accommodate the fiduciary relationship;
- (16) Between individuals, regardless of the relationship, if the conveyance is an absolute gift without consideration of any kind in return for the conveyance;
- (17) Pursuant to a decree of divorce, annulment, or separate maintenance or pursuant to a settlement agreement approved or adopted by a decree of divorce, annulment, or separate maintenance;
- (18) For which no consideration was given;
- (19) Between any limited liability company and its members.