



**Crystal K. Kinzel**

Collier County  
Clerk of the Circuit Court and Comptroller  
3315 Tamiami Trail East, Suite 102  
Naples, Florida 34112-5324

**Information Sheet for Deeds and Other Documents  
Transferring Interest in Real Property**

**SUBMITTER INFORMATION**

Name: \_\_\_\_\_  
Company/Firm Name: \_\_\_\_\_  
Submitter Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

**PROPERTY INFORMATION**

Transfer from: \_\_\_\_\_  
(Grantor/Seller)  
To: \_\_\_\_\_  
(Grantee/Buyer)  
Date of Sale/Transfer: \_\_\_\_\_

Purchase Price/Consideration for this transfer was \$ \_\_\_\_\_.

Is there an existing Mortgage on the property? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, what is the mortgage balance? \$ \_\_\_\_\_

Are you paying full doc stamps? \_\_\_\_\_ Yes \_\_\_\_\_ No (If No, Please explain below)

Are you paying minimal (\$0.70) doc stamps? \_\_\_\_\_ Yes \_\_\_\_\_ No (If No, Please explain below)

If No, are you exempt under Florida Law or Administrative Code? \_\_\_\_\_ Yes \_\_\_\_\_ No  
(Please explain below)

Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Grantor, Grantee or Agent: \_\_\_\_\_

FAILURE TO PAY REQUIRED TAXES MAY RESULT IN PENALTIES AND INTEREST.  
(F.A.C. 12B-4.005)