

Conditional Transfer Agreement

Belmont County Engineer

In the event that an instrument is presented for transfer with a description that has been previously stamped "New Description Required for Future Tax Map Transfer," or the description will not meet the requirements for existing metes and bounds description, the instrument will not be accepted for transfer. However, the instrument may be accepted for transfer, if a Conditional Transfer Agreement is entered into, wherein the Grantor agrees to have a new description prepared, and a corrected deed recorded within a reasonable period of time. The Conditional Transfer Agreement must contain the following: date of Agreement; name of Grantor; name of attorney who prepared the instrument; name of Ohio Registered Surveyor who will prepare new description; time frame and anticipated date of new survey completion; identification of parcel(s) by prior deed reference, Auditor parcel number, and record area; a statement acknowledging that the description is defective and that a new description will be presented for transfer. The instrument shall have the "Conditional Transfer" stamp affixed prior to recording.

Any instrument submitted for transfer which contains a description which has been previously stamped "Conditional Transfer" will not be accepted for transfer.

Date: _____

Grantor: _____

Attorney (print & sign) _____

Surveyor (print & sign) _____

Anticipated Date of New Description: _____

Prior Deed Reference: _____

Auditor Parcel Number(s): _____

Area of Record: _____

I acknowledge that the description presented for transfer is defective, and that a new survey will be performed and a new description presented for transfer within a reasonable period of time.

Signed: _____

Grantor

Approved by: _____

Belmont County Engineer