

Land Contract Policy

As of May 1st the following policy will be adopted for Land Contract transfers:

The tax map office will continue to review land contract descriptions for accuracy and will stamp land contracts as such.

However, there will be no splits of; or parcel numbers assigned to land contract legal descriptions that have not been recorded on deed form first.

Example: An owner has a deed for a 10 acre parcel. He/she would like to sell 5 acres on Land contract and has a survey done for such acreage. He/she would first prepare and record a deed from himself to himself for the 5 acre survey before the parcel will be split on the tax maps and a tax parcel number assigned. After the deed has been recorded, then a land contract description can be reviewed for accuracy and recorded. The last transfer on the land contract must refer to the deed for the 5 acre survey.

The owner will be responsible for tax mailing information after the first tax bill has been received.

David Gifford, Adams County Auditor

Date

David Hook, Adams County Engineer

Date