



## What to Expect Quit Claim Deed

### STEP 1

Create an Account or Sign-in: Click on “create an account” and enter a valid email address and password. If you already have an account, sign-in with your MI Easy Forms account email address and password.

### STEP 2

Gather the following information:

**The current deed that is filed at the Register of deeds office will give you most of the information you will need to prepare your own deed.**

You will need the following information:

1. Name and address of the Grantor(s) (person(s) transferring ownership).
2. Name and address of the Grantees.
3. Township and county where the property is located.
4. Legal Description of the property to be transferred. You can normally find this information on the current deed or a survey.
5. Tax parcel number (may be found on a tax bill).
6. Whether the property is a condominium or platted (platted property is generally described as lots and cannot be divided into smaller acres or lots).
7. The number of land divisions you are granting to the Grantees. (all, zero or specified number).

### STEP 3

Complete the questionnaire.

## STEP 4

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Make a payment: Enter your email and credit or debit card information.

## STEP 5

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Print or review the instructions and make any necessary changes to your questionnaire. If no changes are needed, print your documents, follow the instructions, and then sign in front of a notary. You will be given step-by-step instructions on how to complete this process.

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