

## Office of the Register of Deeds

Timothy L. Nanney Register of Deeds tnanney@greenvillecounty.org www.greenvillecounty.org/rod

THIS SAMPLE DEED OF DISTRIBUTION IS FOR INFORMATIONAL PURPOSES ONLY. WE RECOMMEND YOU SPEAK WITH AN ATTORNEY IF YOU NEED LEGAL COUNSEL OR ASSISTANCE IN COMPLETING THE DEED OF DISTRIBUTION. All Greenville County staff are prohibited from providing legal advice or assisting in the completion of this form.

We recommend that a title search be done by an attorney prior to completing the Deed of Distribution. The attorney can make the final determination as to whether a formal title examination is in order.

It is all too common for Deeds of Distribution to contain errors and omissions when citizens attempt to draft their own or when the Personal Representative hires an attorney only for the purpose of completing the Deed of Distribution based on a prior deed with the property description to save the Estate the expense of a formal title exam.

Title defects result from improperly drafted Deeds of Distribution. When the property is sold or refinanced or when tax notices are sent, the Estate may have to be reopened to correct the mistakes. This is usually much more expensive and time consuming than paying for a formal title exam at the outset. The title exam expense is an Estate expense, i.e., the attorney can be paid from Estate assets for the title exam and Deed of Distribution preparation.

A copy of the deed of the Decedent's property in Greenville County can be found at www.greenvillecounty.org/rod under the Search Public Records option of the department menu. To search deeds recorded after 1985, you will need to create a new Individual User Account for the Register of Deeds Search System. You can search by Decedent's name or by the Book and Page of the deed if you have it. You may also visit the Register of Deeds office located in the Greenville County Administration Building's South Tower on the 2<sup>nd</sup> floor.

When you are ready to record a Deed of Distribution, you can mail the completed document to Register of Deeds, 301 University Ridge, Suite S-2100, Greenville, SC 29601. The recording fee is \$15.00. Please provide a self-addressed stamped envelope when recording the document by mail. You may also bring the completed Deed of Distribution to the Register of Deeds office to record.

After recording the document, please provide a copy of the recorded Deed of Distribution to the Probate Court for filing in the Estate case record. Give the original to the individual receiving the property.

The attached sample of a Deed of Distribution shows the information needed to complete this document. Greenville County does not provide notary or legal services.

STATE OF SOUTH CAROLINA	) IN THE PROBATE COURT
COUNTY OF GREENVILLE	) )
IN THE MATTER OF:	) (Real Property Only) ) NOT A WARRANTY DEED
NAME OF DECEDENT	)
(Decedent)	) CASE NUMBER: <u>20##-ES-23-#####</u>
The undersigned states as follows:	
Decedent died on <u>DATE OF DEATH</u> , and probate of the County, South Carolina, in File # <u>PROBATE COURT</u> (	ne Estate is being administered in the Probate Court for Greenville CASE NUMBER.
I was appointed Personal Representative on <b>DATE TH</b>	IE PERSONAL REPRESENTATIVE WAS APPOINTED.
Decedent owned real property described as follows:	
Tax Map Number: TMS# OR PARCEL ID# (This can In Assessor's Office.)	be obtained through the Register of Deeds Office or
Street/Property Address: <u>PHYSICAL ADDRESS OF P</u> card.)	ROPERTY (This is located on your property tax bill or propert
	WITH "ALL THAT CERTAIN PIECE OR PARCEL OF LAND '
	escription needs to be copied word for word. If not, this may
cause problems transferring the property.)	
(You may also attach a copy of the legal description	<u>n.)</u>
Additional sheet(s) for additional property(ies) is attached FOR ADDITIONAL PROP	ached (check if applicable). <i>PLEASE CHECK IF ADDITIONAL ERTIES.</i>
This transfer is made pursuant to: PLEASE CHECK To Assistant for questions concerning which box to con	HE APPROPRIATE BOX (Contact your Probate Court Judicial heck.)
☐ Decedent's Will	
Intestacy Statute: SCPC 62-2-103	
Private Family Agreement: SCPC 62-3-912  Disclaimer by:	
Probate Court Order issued on	<del></del>
Other:	

In accordance with the laws of the State of South Carolina, the Personal Representative(s) does/do hereby release all of the Personal Representative's(s') right, title and interest, including statutory and/or testamentary powers, over the real property described to the beneficiaries named below: *LIST ALL INDIVIDUALS RECEIVING PROPERTY.* 

% / fractional inter Name:	est of decedent's interest inherited: <u>% or Fraction</u>	% / fractional interest of decedent's interest inherited: Name:	
	NAME OF PERSON RECEIVING PROPERTY ADDRESS OF PERSON RECEIVING	Name: Address:	
	PROPERTY	<del></del>	
% / fractional interest of decedent's interest inherited:		% / fractional interest of decedent's interest inherited:	
Name: Address:		Name: Address:	
Address.		, ida, eee,	
☐ Additional s	sheet(s) for names of additional beneficiaries is	/are attached (check, if applicable).	
IN WITNESS V	WHEREOF the undersigned, as Personal Repr	esentative(s) of the above Estate, has executed this Deed of	
	n this day of		
	LED AND DELIVERED		
IN THE PRES	ENCE OF:		
Witness:		Estate of: NAME OF DECEDENT	
Print Name:		Signature of Personal Representative: Signature of Personal Representative	
Witness:		Print Name: <b>Printed name of Personal Representative</b>	
Print Name:			
		If applicable, Signature of Co-Personal	
		Representative: Signature of Co-Personal Representative	
		Print Name: Printed name of Co-Personal Representative	
STATE OF SC	OUTH CAROLINA )		
	)	ACKNOWLEDGMENT	
COUNTY OF (			
I, <u>PRINTED N</u>	AME OF THE NOTARY, Notary Public, a notar	y for the State of South Carolina do hereby certify that	
PRINTED NAI	ME OF THE PERSONAL REPRESENTATIVE	(S), as Personal Representative(s) of the Estate of NAME OF	
<i>DECEDENT</i> , p	personally appeared before me this day and ac	knowledged the due execution of the foregoing Deed of	
Distribution.			
VV	itness my hand and seal this the day o	f, 20	
		(SEAL) (Signature of Notary Public)	
		(Print name of Notary Public)	
		Notary Public for State of	
		My Commission Expires:	

Note: It is recommended that an attorney prepare this document and determine if a title examination is necessary.

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