

Property Transfer Affidavit

In accordance with Michigan State Law, a Property Transfer Affidavit must be filed with the local assessor's office whenever real estate or some types of personal property transfer ownership (*a transfer of ownership is generally defined as: a conveyance of title to, or present interest in, a property, including beneficial use of the property*), even if you are not recording a deed or land contract. The information submitted on the affidavit is used by the assessor to ensure that property record files are accurate, property is assessed correctly, and the correct taxable value is applied. Title companies generally complete and file the Property Transfer Affidavit at the time of closing however; it is the responsibility of the buyer, grantee, or a transferee of the property to ensure that the form has been filed. The Property Transfer Affidavit must be filed by the new owner within 45 days of the date transfer. If it is not filed in a timely manner, a fine of \$5 per day (maximum \$200) could apply.