

Stephanie C. Wiggins  
Tax Administrator



229 Kingold Blvd.  
P.O. Box 482  
Snow Hill, NC 28580  
Phone 252-747-3615

**DEED INFORMATION FOR TAX OFFICE  
APPROVAL NEEDED PRIOR TO RECORDING AT REGISTER OF DEEDS  
(see reverse regarding recording deeds with delinquent taxes)**

**Note for e-recordings: This office can only approve "Deed Information" sheets through the electronic recording platform. Please do not submit anything directly to this office if you are filing electronically.**

1) Grantor Information:  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
SS#: \_\_\_\_\_

2) Grantee Information:  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
SS#: \_\_\_\_\_

3) Address and legal description of property being transferred: \_\_\_\_\_  
\_\_\_\_\_

4) Buildings or other improvements transferred if this is a "split":  
\_\_\_\_\_

5) Description of personal property, if any, to be conveyed:  
(example: mobile home) \_\_\_\_\_

6) Deferred Value (taxes) involved: No \_\_\_\_\_ Yes \_\_\_\_\_  
If yes, what relationship (kin) is the Grantor to the Grantee? \_\_\_\_\_

7) Deferred taxes due (Deferred taxes have not been calculated unless this section is completed.)

<u>YEAR</u>	<u>AMOUNT</u>	<u>YEAR</u>	<u>AMOUNT</u>	<u>YEAR</u>	<u>AMOUNT</u>	<u>YEAR</u>	<u>AMOUNT</u>

8) Taxes Due Prior Years: \_\_\_\_\_ Current Year Tax: \_\_\_\_\_  
Form completed by: \_\_\_\_\_ (owner or agent)  
Tax office approval: \_\_\_\_\_ Date: \_\_\_\_\_  
Book: \_\_\_\_\_ Page: \_\_\_\_\_ Date Recorded: \_\_\_\_\_

<b>Parcel Identification Number (to be determined by Tax Office)</b>		
<b>Transfer</b>	<b>Split</b>	<b>Merge to:</b>
_____	_____	_____

The disclosure of social security numbers is voluntary. This number is needed to establish the identification of individuals. The authority to request this number for the administration of tax is given by the United States Code Title 42, Section 405(c)(2)(c)(i) and N.C.G.S. 105-309.

Commissioners  
Bennie Heath – Chairman  
Jesse C. Tyndall – Vice Chairman  
Jack Edmondson  
Denny Garner  
James T. Shackelford, Jr.

County Manager  
Don Davenport

Finance Officer  
Shawna Wooten



**GREENE COUNTY**  
A Place To Grow. The Way To Live.

**RESOLUTION  
REQUIRING THE REGISTER OF DEEDS OF GREENE COUNTY  
NOT TO ACCEPT DEEDS TRANSFERRING REAL PROPERTY  
FOR REGISTRATION WHERE PROPERTY IS SUBJECT TO  
DELINQUENT TAXES**

**WHEREAS**, N.C.G.S. 161-31 authorizes the Board of Commissioners of certain specifically-identified counties to adopt a resolution requiring the Register of Deeds of that county not to accept any deed transferring real property for registration unless (1) the tax collector for that county has certified that no delinquent ad valorem taxes, or other taxes with which the collector is charged with collecting, are a lien of the property described in the deed, or (2) the deed contains a statement from a licensed North Carolina attorney confirming that such delinquent taxes, if any, shall be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds; and

**WHEREAS**, it is in the best interest of the citizens of Greene County that delinquent taxes are collected on real property prior to the transfer of such real property.

**NOW, THEREFORE BE IT RESOLVED**, that pursuant to N.C.G.S. 161-31, the Register of Deeds of Greene County shall not accept any deed transferring real property for registration unless the Greene County Tax Collector has certified that no delinquent ad valorem county taxes, ad valorem municipal taxes, or other taxes with which the collector is charged are a lien on the property described in the deed;

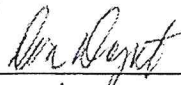
**BE IT FURTHER RESOLVED**, that the Register of Deeds of Greene County shall accept without certification from the county tax collector a deed submitted for registration under the supervision of a closing attorney and containing this statement on the deed: "This instrument prepared by: \_\_\_\_\_, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds."

**BE IT FURTHER RESOLVED**, that the Tax Administrator is authorized to develop such forms, stamps, policies, and other administrative mechanisms as are necessary and otherwise consistent with law to carry out the intent of this Resolution; and

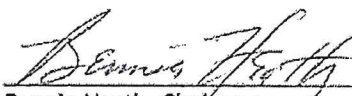
**BE IT FURTHER RESOLVED**, that this Resolution shall apply to all deeds submitted for registration after December 31, 2007.

Adopted this the 19<sup>th</sup> day of November, 2007.

ATTEST:

  
\_\_\_\_\_  
Don Davenport,  
Clerk to the Board



  
\_\_\_\_\_  
Bennie Heath, Chairman  
Greene County Board of Commissioners

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*The mission of Greene County Government is to serve and improve the lives of all citizens by providing high-quality, cost-effective services in an open, professional and ethical environment*