

FLORIDA DEPARTMENT OF REVENUE
DR-219, Return Transfers of Interest in Real Property
Instructions for Completing and Printing the Internet Version
of the DR-219

This document creates a DOR-approved version of the DR-219 form. It is designed to be filled out and printed on your computer. There are 4 pages to the document.

- Page 1. Instructions for completing and printing the Internet DR-219
- Page 2. General Information about the DR-219
- Page 3. The original form you complete on your computer
- Page 4. A copy of the form to be submitted with the original

Please read this page and page 2, General Information, in their entirety.

Entering Date on Page 3

To begin entering the data, left click on the first field on Line 1, anywhere in the red boxes. Type in the information requested. If you don't know the parcel number for the property, call the local property appraiser. Addresses and phone numbers for Florida Property Appraisers are available on our Internet site at <http://sun6/dor/state/fl/us/dor/property/appraisers.html>.

Tab to move to the next field and shift-tab to return to the previous field. Or you may left-click on any field where you want to enter data.

To enter or erase an "X" in a box, use the space bar or "Enter" key, or left-click on the box.

The data you enter on Page 3 is automatically copied to Page 4. If you need to alter any data it must be done on page 3. No data should be entered on Page 4.

Printing and Submitting the DR-219

When you have completed the form, print pages 3 and 4. (Please print "full screen." Do not shrink to fit the page.) Sign both copies and make any additional copies for your files.

Submit the original printouts of pages 3 and 4, with your signature, to your local Clerk of the Circuit Court (exception: in Orange County please submit to the Comptroller's Office). Addresses and phone numbers for Florida Clerks of Court are available on our Internet site at <http://sun6/dor/state/fl/us/dor/childsupport/clerks.html>.

GENERAL INFORMATION

THE FLORIDA DEPARTMENT OF REVENUE IS REQUIRED, BY LAW, TO PERIODICALLY REVIEW COUNTY ASSESSMENT ROLLS. AS A PART OF THIS REVIEW, THE DEPARTMENT COLLECTS DATA AND INFORMATION RELATING TO REAL ESTATE TRANSACTIONS FOR ESTIMATES OF MARKET VALUE. THE DATA PROVIDED WILL BE USED IN THE ROLL REVIEW PROCESS.

AS A CONDITION OF RECORDATION OF ANY DEED TRANSFERRING AN INTEREST IN REAL PROPERTY, THIS RETURN MUST BE COMPLETED BY THE GRANTOR, GRANTEE OR GRANTEE'S AGENT, PURSUANT TO SECTION 201.022, FLORIDA STATUTES, AND ACCOMPANY EACH DOCUMENT TRANSFERRING AN INTEREST IN FLORIDA REAL PROPERTY WHEN PRESENTED TO THE CLERK OF THE CIRCUIT COURT FOR RECORDATION. TAX IS COMPUTED AT THE RATE OF 70¢ PER \$100.00 CONSIDERATION ROUNDED UP TO THE NEAREST HUNDRED.

THIS RETURN SHALL NOT BE RECORDED, AND SHALL NOT BECOME A PUBLIC RECORD. IT SHALL BE CONFIDENTIAL AS PROVIDED BY S. 193.074, FLORIDA STATUTES.

PENALTY AND INTEREST

A PENALTY IS IMPOSED UNDER s. 201.17(2)(b), FLORIDA STATUTES, EQUAL TO 10 PERCENT OF ANY UNPAID TAX IF THE FAILURE IS NOT MORE THAN 30 DAYS, WITH AN ADDITIONAL AMOUNT OF 10 PERCENT FOR EACH ADDITIONAL 30 DAYS OR FRACTION THEREOF, UP TO 50 PERCENT OF THE UNPAID TAX. INTEREST OF 1 PERCENT PER MONTH SHALL BE CHARGED BASED UPON THE AMOUNT OF TAX DUE FROM THE DATE OF RECORDATION UNTIL THE TAX IS PAID.

GENERAL INSTRUCTIONS BY LINE NUMBER

1. **PARCEL IDENTIFICATION NUMBER:** This number is assigned to property by the local county Property Appraiser. If unable to locate PARCEL ID number on a notice of Proposed Property Taxes or a Tax Bill call the County Property Appraiser's Office. The Department of Revenue does not have access to PARCEL ID Numbers.

2. **MULTI-PARCEL TRANSACTION:** Means there was more than one (1) parcel included in the transaction. Only one (1) PARCEL ID number is required for line 1. **SPLIT/CUTOOUT** - is transfer/sale a portion of another parcel. **IMPROVED PROPERTY:** Is property that includes items like buildings, wells, septic tanks, paving, fences, pools, etc.

3. **GRANTOR:** Person(s) relinquishing interest in the property. If there are multiple names, list one name then use "ET. AL."

4. **GRANTEE:** Person(s) gaining interest in property as a result of sale/transfer. If there are multiple names, list one name then use "ET. AL."

5. **DATE OF SALE/TRANSFER:** Date Transaction took place

SALE/TRANSFER PRICE: To be computed below

COUNTY CODES TO BE USED IN QUESTION 5.

ALACHUA	11	HAMILTON	34	OKEECHOBEE ..	57
BAKER	12	HARDEE	35	ORANGE	58
BAY	13	HENDRY	36	OSCEOLA	59
BRADFORD	14	HERNANDO	37	PALM BEACH	60
BREVARD	15	HIGHLANDS	38	PASCO	61
BROWARD	16	HILLSBOROUGH ..	39	PINELLAS	62
CALHOUN	17	HOLMES	40	POLK	63
CHARLOTTE	18	INDIAN RIVER ...	41	PUTNAM	64
CITRUS	19	JACKSON	42	ST. JOHNS	65
CLAY	20	JEFFERSON	43	ST. LUCIE	66
COLLIER	21	LAFAYETTE	44	SANTA ROSA	67
COLUMBIA	22	LAKE	45	SARASOTA	68
DADE	23	LEE	46	SEMINOLE	69
DE SOTO	24	LEON	47	SUMTER	70
DIXIE	25	LEVY	48	SUWANNEE	71
DUVAL	26	LIBERTY	49	TAYLOR	72
ESCAMBIA	27	MADISON	50	UNION	73
FLAGLER	28	MANATEE	51	VOLUSIA	74
FRANKLIN	29	MARION	52	WAKULLA	75
GADSDEN	30	MARTIN	53	WALTON	76
GILCHRIST	31	MONROE	54	WASHINGTON ...	77
GLADES	32	NASSAU	55		
GULF	33	OKALOOSA	56		

FOR USE BY TAXPAYER IN DETERMINING SALE PRICE

- | | |
|---|----|
| 1. Cash or Down Payment | \$ |
| 2. New Or Existing Mortgages or agreements or contracts for deeds | \$ |
| 3. Any Other Consideration given or exchanged | \$ |
| 4. Total Consideration Paid or to Be Paid (Line 5 Front) | \$ |
| 5. If taxable consideration is \$100 or less or if the transaction is exempt, please explain briefly. _____ | |

6. **TYPE OF DOCUMENT:** Please mark the box that applies to the type of deed or document used in transaction. "Other" needs no explanation.

7. **MORTGAGES:** Self Explanatory

8. **UNUSUAL CIRCUMSTANCES OR CONDITIONS:** Unusual to mean any transaction that is not a straight sale without duress to either party.

9. **WAS SALE/TRANSFER FINANCED?** Self Explanatory.

10. **PROPERTY TYPE AT TIME OF SALE:** Self Explanatory. If in doubt call County Property Appraiser's office. Check all those that apply.

11. **UNUSUAL PERSONAL PROPERTY INCLUDED IN THE SALE:** Any items other than appliances, floor coverings, window dressings which are normally sold with a residence. If actual value not known please estimate.

12. **AMOUNT OF DOCUMENTARY STAMPS AFFIXED TO DOCUMENT:** Documentary Stamp Tax is computed at the rate of 70¢ per \$100.00 of Sale/Transaction price rounded up to the nearest hundred. Clerks office will affix stamps. (Dade County is 60¢)

13. **EXEMPTION** under s. 201.02(6) F.S., includes governmental entities, water management districts and non-profit organizations whose purpose is the preservation of Natural Resources and who is exempt from Federal Income tax.

****BE SURE RETURN IS SIGNED.**

****DR-219 AND DEED ARE TO BE SUBMITTED TO THE RECORDING SECTION OF THE CLERK OF THE CIRCUIT COURT'S OFFICE. DO NOT SEND TO THE DEPARTMENT OF REVENUE.**

****If YOU HAVE ANY QUESTIONS REGARDING THE COMPLETION OF THIS FORM, PLEASE CALL THE DEPARTMENT OF REVENUE AT 1-800-FLA-DOR1 (1-800-352-3671) OR (850)922-4826.**