



Katie Moline
Lucas County Auditor

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Real Estate Transfers FACT SHEET

A deed is a legal document that states who the owner of the property is. There are some other documents that can transfer property ownership, but a deed is the most common. The Lucas County Auditor's Office works to ensure that ownership of every property, or deed, is accurate.

By law, the Auditor's Office cannot prepare your transfer documents, including deeds.

As with all legal documents, hiring an attorney is the best practice for preparing your deed.

If any detail of your document isn't correct, the documents may be rejected, or even more trouble may be created - immediately or even years down the road.

Once prepared by an attorney, some documents filed with the County Auditor include:

- Transfer on Death Confirmations
- Affidavits of Survivorship
- Real Estate Deeds

AREIS Online

Deeds and property transfers are public information on AREIS (icare.co.lucas.oh.us). Some things you can see on AREIS include:

- **Property held in survivorship** (ORSURVTC after the names of the owners)
- **Property held by a Trustee** will show the word "Trustee" after their name(s)
- **Transfer on Death Confirmation** (the document type will show as "OD" on the Transfers page)



Transfer and conveyance fees are set by the Ohio Legislature and the Board of Lucas County Commissioners.

Lucas County Transfer Fees

\$0.50 per parcel transferred (transfer fee)
\$4.00 per every \$1,000 of the sale price
(conveyance fee; some transfers outlined by law are exempt from this)

Generally, transfers due to death, adding survivorship, or putting your property into your trust are exempt transfers that only cost \$0.50 per parcel.

After transferring your document, you must record it with the Lucas County Recorder's Office. Recording the document may cost additional fees.

If you have questions about your transfer, please feel free to contact the Lucas County Auditor's Office.

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