

State Bar of Wisconsin Form 3-2003  
QUIT CLAIM DEED

Document Number

Document Name

THIS DEED, made between \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ ("Grantor," whether one or more),  
and \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ ("Grantee," whether one or more).

Grantor quit claims to Grantee the following described real estate, together with the rents, profits, fixtures and other appurtenant interests, in \_\_\_\_\_ County, State of Wisconsin ("Property") (if more space is needed, please attach addendum):

Recording Area

Name and Return Address

Parcel Identification Number (PIN)

This \_\_\_\_\_ homestead property.  
(is) (is not)

Dated \_\_\_\_\_.

\_\_\_\_\_(SEAL) \_\_\_\_\_(SEAL)  
\* \*  
\_\_\_\_\_

\_\_\_\_\_(SEAL) \_\_\_\_\_(SEAL)  
\* \*  
\_\_\_\_\_

**AUTHENTICATION**

**ACKNOWLEDGMENT**

Signature(s) \_\_\_\_\_  
\_\_\_\_\_  
authenticated on \_\_\_\_\_

STATE OF WISCONSIN )  
 ) ss.  
\_\_\_\_\_ COUNTY )

\* \_\_\_\_\_  
\_\_\_\_\_

Personally came before me on \_\_\_\_\_,  
the above-named \_\_\_\_\_

TITLE: MEMBER STATE BAR OF WISCONSIN  
(If not, \_\_\_\_\_  
authorized by Wis. Stat. § 706.06)

to me known to be the person(s) who executed the foregoing  
instrument and acknowledged the same.

THIS INSTRUMENT DRAFTED BY:  
\_\_\_\_\_  
\_\_\_\_\_

\* \_\_\_\_\_  
\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission (is permanent) (expires: \_\_\_\_\_)

(Signatures may be authenticated or acknowledged. Both are not necessary.)

NOTE: THIS IS A STANDARD FORM. ANY MODIFICATIONS TO THIS FORM SHOULD BE CLEARLY IDENTIFIED.

QUIT CLAIM DEED

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FORM NO. 3-2003

\* Type name below signatures.

\*\*\*Use BLACK ink or TYPE document.\*\*\*

**Complete the following sections of the Quit Claim deed:**

- Grantor(s) = Seller(s) or person(s) who currently owns the property
- Grantee(s) = Buyer(s) or person(s) who will now own the property
- Name of county property is located in
- “Return to” address (Write where the document should be sent back to once it is processed.)
- Full legal description (You may attach a copy if it does not fit on the form; adjust fee if necessary. NOTE: The legal from the tax bill is NOT acceptable for use when recording. A previously recorded document will have the full legal description on it (i.e. previous deed, mortgage, satisfaction, etc.)
- Parcel ID number (aka Tax Key Number or PIN).
- Property address for informational purposes.
- Check whether the property “is or is not” considered homestead.
- “Drafted by” name (Name of person completing form).
- Grantor(s) needs to have his/her/their signature acknowledged **in the presence of a notary public** or authenticated by an attorney.

NOTE: In situations where an individual is transferring the property “from and to” oneself, the Grantor and Grantee will typically be the same.

If the person transferring the property is adding someone to the deed (while still retaining some form of ownership), they would be the grantor as well as one of the grantees.

Some additional helpful examples *may* include:

1. Adding a spouse (person currently owning parcel (Grantor) transferring it to both people (Grantees)
2. Removing a spouse (person giving up their right to the parcel (Grantor) and transferring it to the former spouse (Grantee)
3. Changing part of one’s name (person’s name currently on the deed (Grantor) transferring it to the person’s new name (Grantee)
4. Combining parcels (whomever is currently listed on the deed (Grantor) transferring it to same (Grantee)

Recording fees for the Quit Claim Deed form are \$30.00\*

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Please note that questions on completing this document may be directed to a title company or an attorney that specializes in real estate law. The suggestions above are not considered a substitution for legal advice. If you are unsure as to how to complete these documents, we suggest that you consult with a a title company or an attorney that specializes in real estate law.

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\*Fees are subject to change