

- The Assessor's Office cannot read your writing. Please type or clearly print your name, address, and legal description of your property.
- Your address or property ownership has been changed as requested.
- The name of _____ has been deleted from the Assessor's records.
- Exemptions are for New Mexico residents only. You may claim the exemption in your own county.
- Contact the Sandoval County Clerk's Office at (505) 867-7572, PO Box 40, Bernalillo, NM 87004 for a xerox copy of your deed. Give them the approximate year that your document was recorded in their office. Xerox copies are a \$1.00 per page.
- The transfer on Death Deed doesn't take until the death of the Grantor. Upon the death of the owner, the Death Certificate needs to be recorded in the Sandoval County Clerk's Office. At that time, the ownership will be changed.
- Other-

Please call me at your earliest convenience with any further questions and concerns.

Sincerely,

(Signature of Person Sending)