



# SALES DISCLOSURE FORM

State Form 46021 (R13 / 12-21)

Prescribed by Department of Local Government Finance  
Pursuant to IC 6-1.1-5.5

SDF ID

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|

County

Year

Unique ID

**PRIVACY NOTICE:** The telephone numbers and Social Security numbers of the parties on this form are confidential according to IC 6-1.1-5.5-3. Do NOT place personally identifiable information (e.g. consulate numbers, passport numbers; government ID numbers, etc.) on this form as it may become publicly available.

**NOTE:** All questions must be answered to the best of the individual's ability. If the question does not apply, write "N/A" in the space provided. If the information requested is unknown, leave the space provided blank. Failure to provide a response for the italicized fields shall not result in the rejection of the underlying conveyance document by local officials.

**INSTRUCTIONS:** For additional information on how to complete this form, see the Sales Disclosure Form Instructions.

## PART 1 – To be completed by BUYER/GRANTEE and SELLER/GRANTOR

### A. PROPERTY TRANSFERRED – Must be conveyed on a single conveyance document (Additional contiguous properties can be listed on Page 5.)

| 1. Parcel Number or Tax Identification Number | Check all boxes applicable to parcel.  | 5. Complete Address of Property | 6. Complete Tax Billing Address (if different from property address) |
|---|--|---------------------------------|--|
| A.)   | <input type="checkbox"/> 2. Split<br><input type="checkbox"/> 3. Land<br><input type="checkbox"/> 4. Improvement |                                 |  |

7. Legal Description of Parcel:

### B. CONDITIONS – Check only those that apply.

If condition 1 applies, filer is subject to disclosure and a disclosure filing fee.

YES NO CONDITION

- ☐ ☐ 1. A transfer of real property interest for valuable consideration.
- ☐ ☐ 2. Buyer is an adjacent property owner.
- ☐ ☐ 3. Vacant land (No structures on land)
- ☐ ☐ 4. Exchange for other real property ("Trade")  
Parcel Number of traded property: \_\_\_\_\_
- ☐ ☐ 5. Land contract.  
Contract term (YYYY-YYYY): \_\_\_\_\_  
Contract date (MM/DD/YYYY): \_\_\_\_\_
- ☐ ☐ 6. Partial interest. Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

YES NO CONDITION

- ☐ ☐ 7. Easements or right-of-way grants. (Please note that: (i) public utility/governmental easements; or (ii) rights-of-way that do not transfer fee simple; do not require a sales disclosure form. See the instructions for more information.)

If conditions 8-10 apply, filers are subject to disclosure, but not to the disclosure filing fee.

- ☐ ☐ 8. Document for compulsory transactions as a result of foreclosure or express threat of foreclosure, divorce, court order, judgment, condemnation, eminent domain, or probate.
- ☐ ☐ 9. Documents involving the partition of land between tenants in common, joint tenants, or tenants by entirety.
- ☐ ☐ 10. Transfer to a charity, not-for-profit organization, or governmental entity or agency.

### C. TRANSACTION DETAILS – Complete only those that apply.

YES NO CONDITION

- ☐ ☐ 1. Sheriff Sale or Tax Sale
- ☐ ☐ 2. Short Sale
- ☐ ☐ 3. Quitclaim Deed
- ☐ ☐ 4. Auction

5. Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

YES NO 6. Transaction includes multiple Sales Disclosure Forms?  
☐ ☐ SDF Form \_\_\_\_\_ of \_\_\_\_\_

7. Date conveyance document signed (MM/DD/YYYY): \_\_\_\_\_

8. Approximate number of days property was on the market: \_\_\_\_\_

9. Total number of parcels on this disclosure: \_\_\_\_\_  
(If there is more than one (1) parcel, see Page 5.)

10. Select the type(s) of property below and fill out corresponding page(s).  
Check all that apply.

- |   |  |
|---|--|
| <input type="checkbox"/> Residential<br>(Complete Page 2, Sec. D-E) | <input type="checkbox"/> Agricultural<br>(Complete Page 2, Sec. D-E) |
| <input type="checkbox"/> Commercial<br>(Complete Page 2, Sec. F-G)  | <input type="checkbox"/> Industrial<br>(Complete Page 2, Sec. F-G)   |

**RESIDENTIAL OR AGRICULTURAL PROPERTY****D. SALES DATA – Complete only those that apply.**

☐ Information contained in question 3 is confidential and non-disclosable under IC § 5-14-3-4

| YES                      | NO                       | CONDITION   | 3. Planned use of the property? |
|--------------------------|--------------------------|---|---------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Changes to the property between Jan. 1 and sale date?<br>Describe: _____ | Describe: _____                 |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Property is a residential rental property.                               | _____                           |

**E. FINANCE DATA – Complete only those that apply.**

|   |                          |                          |   |
|---|--------------------------|--------------------------|---|
| 1. Sales Price: _____   | <b>YES</b>               | <b>NO</b>                | <b>CONDITION</b>  |
| 2. Personal Property included in transfer. Amount: _____  | <input type="checkbox"/> | <input type="checkbox"/> | 6. Is the seller financing the sale? (If yes, answer questions 7-8) |
| 3. Seller paid points/closing costs. Amount: _____  | <input type="checkbox"/> | <input type="checkbox"/> | 7. Is buyer/borrower personally liable for loan?                    |
| 4. Existence of family or business relationship between the buyer and the seller. Amount of discount (if any): \$ _____ | <input type="checkbox"/> | <input type="checkbox"/> | 8. Is this a mortgage loan?   |
| 5. Describe any less-than-complete ownership interest and terms of seller financing. _____                              | <input type="checkbox"/> | <input type="checkbox"/> | 9. Was an appraisal done?   |

**COMMERCIAL OR INDUSTRIAL PROPERTY****F. SALES DATA – Complete only those that apply.**

☐ Information contained in question 3 is confidential and non-disclosable under IC § 5-14-3-4.

| YES                      | NO                       | CONDITION   | 3. Planned use of the property? |
|--------------------------|--------------------------|---|---------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Changes to the property between Jan. 1 and sale date?<br>Describe: _____ | Describe: _____                 |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Property is a residential rental property.                               | _____                           |

**G. FINANCE DATA – Complete only those that apply.**

☐ Information contained in questions 2-13 is confidential and non-disclosable under IC § 5-14-3-4 and IC § 6-1.1-35-9

|  |  |
|--|--|
| 1. Sales price. Amount: _____  | 9. How was the sale financed? (Check any that apply.)  |
| Check only those conditions that apply.  | <input type="checkbox"/> All Cash <input type="checkbox"/> Seller Financing <input type="checkbox"/> Construction Loan                                   |
| <b>YES</b> <b>NO</b> <b>CONDITION</b>  | <input type="checkbox"/> Mortgage Loan <input type="checkbox"/> Sale Leaseback <input type="checkbox"/> Small Business Loan                              |
| <input type="checkbox"/> <input type="checkbox"/> 2. Sale price included an existing business?                         | 10. How was property marketed? <input type="checkbox"/> Word of mouth  |
| <input type="checkbox"/> <input type="checkbox"/> 3. Sale price included a liquor license?                             | <input type="checkbox"/> List with broker <input type="checkbox"/> For sale sign <input type="checkbox"/> Buyer approached                               |
| <input type="checkbox"/> <input type="checkbox"/> 4. Transaction was part of a portfolio sale?                         | 11. Special Circumstances? (Check any that apply.)   |
| <input type="checkbox"/> <input type="checkbox"/> 5. Any part of the property was leased at time of sale?              | <input type="checkbox"/> Sale between same business entity <input type="checkbox"/> Sale in lieu of foreclosure <input type="checkbox"/> Sold at auction |
| <input type="checkbox"/> <input type="checkbox"/> 6. Sale included property receiving an abatement?                    | <input type="checkbox"/> Trade of equipment or services <input type="checkbox"/> Sale of partial interest  |
| <input type="checkbox"/> <input type="checkbox"/> 7. Appraisal was completed for the sale?<br>Appraisal Value \$ _____ | 12. Value of personal property included: \$ _____  |
| <input type="checkbox"/> <input type="checkbox"/> 8. Sale included property in a Tax Increment Finance (TIF) District? | 13. Value of intangible personal property included: \$ _____   |

**RELIGIOUS USE PROPERTY TAX EXEMPTION**

| Is the property being transferred going to continue to be used by a church or religious society for the same property tax exempt purposes provided by IC 6-1.1-21-10(e)? | YES                      | NO                       |
|--|--------------------------|--------------------------|
|  | <input type="checkbox"/> | <input type="checkbox"/> |

|   |                |                              |
|---|----------------|------------------------------|
| <b>H. PREPARER</b>  |                |                              |
| Preparer of the Sales Disclosure Form                           | Title          |                              |
| Company   | E-mail address | Telephone number<br>(      ) |
| Address (number and street, city, state, country, and ZIP Code) |                |                              |

| I. SELLER(S)/GRANTOR(S)                              |                            |   |                            |
|--|----------------------------|---|----------------------------|
| Seller 1 – Name as it appears on conveyance document |                            | Seller 2 – Name as appears on conveyance document |                            |
| Address (number and street)                          |                            | Address (number and street)                       |                            |
| City, state, and ZIP Code                            |                            | City, state, and ZIP Code                         |                            |
| Country  |                            | Country   |                            |
| E-mail address                                       | Telephone number<br>(    ) | E-mail address                                    | Telephone number<br>(    ) |

|  |                          |                        |                          |
|--|--------------------------|------------------------|--------------------------|
| <p><b>Under penalties of perjury, I hereby certify this Sales Disclosure, to the best of my knowledge and belief, is true, correct and complete as required by law, and is prepared in accordance with IC 6-1.1-5.5. A person who knowingly and intentionally falsifies the value of transferred real property, or omits or falsifies any information required to be provided, commits a Level 5 felony.</b></p> |                          |                        |                          |
| Signature of Seller  |                          | Signature of Seller    |                          |
| Printed Name of Seller   | Date signed (mm/dd/yyyy) | Printed Name of Seller | Date signed (mm/dd/yyyy) |

| J. BUYER(S)/GRANTEE(S) – APPLICATION FOR PROPERTY TAX DEDUCTIONS – IDENTIFY ALL THAT APPLY |                            |   |                            |
|--|----------------------------|---|----------------------------|
| Buyer 1 – Name as it appears on conveyance document  |                            | Buyer 2 – Name as it appears on conveyance document |                            |
| Address (number and street)  |                            | Address (number and street)                         |                            |
| City, state, and ZIP Code  |                            | City, state, and ZIP Code                           |                            |
| Country  |                            | Country   |                            |
| E-mail address   | Telephone number<br>(    ) | E-mail address                                      | Telephone number<br>(    ) |

| Pursuant to IC 6-1.1-12-44, the Sales Disclosure Form may be used to apply for certain deductions. Identify all of those that apply: |                          |   |  |  |                          |                          |  |  |  |
|--|--------------------------|---|--|--|--------------------------|--------------------------|--|--|--|
| YES  | NO                       | CONDITION   |  |  | YES                      | NO                       | CONDITION                                      |  |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | 1. Will this property be the buyer's primary residence?                                       |  |  | <input type="checkbox"/> | <input type="checkbox"/> | 3. Homestead                                   |  |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | 2. Does the buyer have a homestead to be vacated for this residence? If yes, provide address: |  |  | <input type="checkbox"/> | <input type="checkbox"/> | 4. Solar Energy Heating or Cooling System      |  |  |
|  |                          | Address (number and street)   |  |  | <input type="checkbox"/> | <input type="checkbox"/> | 5. Wind Power Device                           |  |  |
|  |                          |   |  |  | <input type="checkbox"/> | <input type="checkbox"/> | 6. Hydroelectric Power Device                  |  |  |
|  |                          |   |  |  | <input type="checkbox"/> | <input type="checkbox"/> | 7. Geothermal Energy Heating or Cooling Device |  |  |
|  |                          | City, state, and ZIP Code   |  |  |                          |                          | County   |  |  |

|   |                      |  |                      |
|---|----------------------|--|----------------------|
| <p><b>Under penalties of perjury, I hereby certify that this Sales Disclosure, to the best of my knowledge and belief, is true, correct and complete as required by law, and is prepared in accordance with IC 6-1.1-5.5. A person who knowingly and intentionally falsifies the value of transferred real property, or omits or falsifies any information required to be provided, commits a Level 5 felony. (Note: Both spouse's information, SSN/Driver's License/ID/Other Number is necessary if a Homestead Deduction is being filed.)</b></p> |                      |  |                      |
| Signature of Buyer 1  |                      | Signature of Buyer 2/Spouse  |                      |
| Printed Legal Name of Buyer 1   | Sign Date (MM/DD/YY) | Printed Legal Name of Buyer 2/Spouse                                 | Sign Date (MM/DD/YY) |
| Last 5 Digits of Buyer 1 SSN/Driver's License/ID/Other Number   |                      | Last 5 Digits of Buyer 2/Spouse SSN/Driver's License/ID/Other Number |                      |

**PART 2 – COUNTY ASSESSOR**

The county assessor must verify and complete items 1 through 14 and stamp the sales disclosure form before sending it to the auditor:

|                       | 1. Property (Parcel Number) | 2. AV of Land   | 3. AV of Improvement | 4. Value of Depreciable Personal Property   |
|-----------------------|-----------------------------|---|----------------------|---|
| A.)                   |                             |   |                      |   |
|                       | 5. AV Total                 | 6. Property Class Code  | 7. Neighborhood Code | 8. Tax District   |
| A.)                   |                             |   |                      |   |
| <b>Assessor Stamp</b> |                             | 10. Identify physical changes to property between the assessment date and the date of sale: |                      | <b>YES NO CONDITION</b><br><input type="checkbox"/> <input type="checkbox"/> 11. Is form completed?<br><input type="checkbox"/> <input type="checkbox"/> 12. State sales disclosure fee required?<br>13. Date of sale (mm/dd/yyyy): _____<br>14. Date form received (mm/dd/yyyy): _____ |
|                       |                             | _____   |                      |   |
|                       |                             | _____   |                      |   |
|                       |                             | _____   |                      |   |
|                       |                             | _____   |                      |   |
|                       |                             | _____   |                      |   |

Items 15 through 18 are to be completed by the assessor when validating this sale:

|  |  |
|--|--|
| 15. If applicable, identify any additional special circumstances relating to validation of sale: | <b>YES NO CONDITION</b><br><input type="checkbox"/> <input type="checkbox"/> 16. Sale valid for trending?<br><input type="checkbox"/> <input type="checkbox"/> 17. Validation of sale complete?<br>18. Validated by: _____ |
| _____  |  |
| _____  |  |
| _____  |  |
| _____  |  |
| _____  |  |

**PART 3 – COUNTY AUDITOR**

|                      |  |   |
|----------------------|--|---|
| <b>Auditor Stamp</b> | 1. State sales disclosure fee amount collected: \$ _____ | <b>YES NO CONDITION</b><br><input type="checkbox"/> <input type="checkbox"/> 6. Is form completed?<br><input type="checkbox"/> <input type="checkbox"/> 7. Is state sales disclosure fee collected?<br><input type="checkbox"/> <input type="checkbox"/> 8. Attachments complete? |
|                      | 2. Other local fee: \$ _____                             |   |
|                      | 3. Total fee collected: \$ _____                         |   |
|                      | 4. Auditor receipt book number: _____                    |   |
|                      | 5. Date of transfer (mm/dd/yyyy): _____                  |   |
|                      |  |   |

**PART 4 – RECEIPT FOR STATEMENT OF DEDUCTION OF ASSESSED VALUATION**

|  |                       |  |                   |
|--|-----------------------|--|-------------------|
| SDF ID   | SDF Date (mm/dd/yyyy) | Buyer 1 – Name as appears on conveyance document |                   |
| Parcel number  |                       | Address of Property (number and street)          |                   |
| Check those deductions for which the individual has applied:   |                       | City, state, and ZIP Code of property            |                   |
| <input type="checkbox"/> Homestead <input type="checkbox"/> Solar Energy <input type="checkbox"/> Wind Power<br><input type="checkbox"/> Hydroelectric <input type="checkbox"/> Geothermal |                       | Auditor Signature                                | Date (mm/dd/yyyy) |

A person who knowingly and intentionally falsifies value of transferred real property, or omits or falsifies any information required to be provided in the sales disclosure form, commits a Level 5 felony.



## SALES DISCLOSURE PART 1(A)

State Form 55632 (R / 1-21)

**PRIVACY NOTICE:** The telephone numbers and Social Security numbers of the parties on this form are confidential according to IC 6-1.1-5.5-3. Do NOT place personally identifiable information (e.g. consulate numbers, passport numbers; government ID numbers, etc.) on this form as it may become publicly available.

SDF ID

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|

County

Year

Unique ID

### PART 1 – To be completed by BUYER/GRANTEE and SELLER/GRANTOR

#### A. PROPERTY TRANSFERRED – Must be conveyed on a single conveyance document.

(Multiple parcels can be listed on this form and attached to State Form 46021 only if they are contiguous and located entirely within a single taxing district.)

| 1. Parcel Number or Tax Identification Number | Check all boxes applicable to parcel.  | 5. Complete Address of Property | 6. Complete Tax Billing Address (if different from property address) |
|---|--|---------------------------------|--|
| B.)   | <input type="checkbox"/> 2. Split<br><input type="checkbox"/> 3. Land<br><input type="checkbox"/> 4. Improvement |                                 |  |
| 7. Legal Description of Parcel B:             |  |                                 |  |
| C.)   | <input type="checkbox"/> 2. Split<br><input type="checkbox"/> 3. Land<br><input type="checkbox"/> 4. Improvement |                                 |  |
| 7. Legal Description of Parcel C:             |  |                                 |  |
| D.)   | <input type="checkbox"/> 2. Split<br><input type="checkbox"/> 3. Land<br><input type="checkbox"/> 4. Improvement |                                 |  |
| 7. Legal Description of Parcel D:             |  |                                 |  |
| E.)   | <input type="checkbox"/> 2. Split<br><input type="checkbox"/> 3. Land<br><input type="checkbox"/> 4. Improvement |                                 |  |
| 7. Legal Description of Parcel E:             |  |                                 |  |
| F.)   | <input type="checkbox"/> 2. Split<br><input type="checkbox"/> 3. Land<br><input type="checkbox"/> 4. Improvement |                                 |  |
| 7. Legal Description of Parcel F:             |  |                                 |  |
| G.)   | <input type="checkbox"/> 2. Split<br><input type="checkbox"/> 3. Land<br><input type="checkbox"/> 4. Improvement |                                 |  |
| 7. Legal Description of Parcel G:             |  |                                 |  |
| H.)   | <input type="checkbox"/> 2. Split<br><input type="checkbox"/> 3. Land<br><input type="checkbox"/> 4. Improvement |                                 |  |
| 7. Legal Description of Parcel H:             |  |                                 |  |