



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

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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.)	☐ 2. Split ☐ 3. Land ☐ 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
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- | | | |
|--------------------------|--------------------------|--|
| ☐ | ☐ | 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
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- | | | |
|--------------------------|--------------------------|---|
| ☐ | ☐ | 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.

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|--------------------------|--------------------------|--|
| ☐ | ☐ | 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.			
☐	Residential (Complete Page 2, Sec. D-E)	☐	Agricultural (Complete Page 2, Sec. D-E)
☐	Commercial (Complete Page 2, Sec. F-G)	☐	Industrial (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?
☐	☐	1. Changes to the property between Jan. 1 and sale date? Describe: _____	Describe: _____
☐	☐	2. Property is a residential rental property.	_____

E. FINANCE DATA – Complete only those that apply.

1. Sales Price: _____	YES	NO	CONDITION
2. Personal Property included in transfer. Amount: _____	☐	☐	6. Is the seller financing the sale? (If yes, answer questions 7-8)
3. Seller paid points/closing costs. Amount: _____	☐	☐	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): \$ _____	☐	☐	8. Is this a mortgage loan?
5. Describe any less-than-complete ownership interest and terms of seller financing. _____	☐	☐	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?
☐	☐	1. Changes to the property between Jan. 1 and sale date? Describe: _____	Describe: _____
☐	☐	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.	☐ All Cash ☐ Seller Financing ☐ Construction Loan
YES NO CONDITION	☐ Mortgage Loan ☐ Sale Leaseback ☐ Small Business Loan
☐ ☐ 2. Sale price included an existing business?	10. How was property marketed? ☐ Word of mouth
☐ ☐ 3. Sale price included a liquor license?	☐ List with broker ☐ For sale sign ☐ Buyer approached
☐ ☐ 4. Transaction was part of a portfolio sale?	11. Special Circumstances? (Check any that apply.)
☐ ☐ 5. Any part of the property was leased at time of sale?	☐ Sale between same business entity ☐ Sale in lieu of foreclosure ☐ Sold at auction
☐ ☐ 6. Sale included property receiving an abatement?	☐ Trade of equipment or services ☐ Sale of partial interest
☐ ☐ 7. Appraisal was completed for the sale? Appraisal Value \$ _____	12. Value of personal property included: \$ _____
☐ ☐ 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

☐

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.)				
Assessor Stamp		10. Identify physical changes to property between the assessment date and the date of sale: _____ _____ _____ _____ _____ _____		YES NO CONDITION ☐ ☐ 11. Is form completed? ☐ ☐ 12. State sales disclosure fee required? 13. Date of sale (mm/dd/yyyy): _____ 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: _____ _____ _____ _____ _____	YES NO CONDITION ☐ ☐ 16. Sale valid for trending? ☐ ☐ 17. Validation of sale complete? 18. Validated by: _____
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PART 3 – COUNTY AUDITOR

Auditor Stamp	1. State sales disclosure fee amount collected: \$ _____	YES NO CONDITION	☐ ☐ 6. Is form completed? ☐ ☐ 7. Is state sales disclosure fee collected? ☐ ☐ 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	
☐ Homestead ☐ Solar Energy ☐ Wind Power ☐ Hydroelectric ☐ 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

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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.)	☐ 2. Split ☐ 3. Land ☐ 4. Improvement		
7. Legal Description of Parcel B:			
C.)	☐ 2. Split ☐ 3. Land ☐ 4. Improvement		
7. Legal Description of Parcel C:			
D.)	☐ 2. Split ☐ 3. Land ☐ 4. Improvement		
7. Legal Description of Parcel D:			
E.)	☐ 2. Split ☐ 3. Land ☐ 4. Improvement		
7. Legal Description of Parcel E:			
F.)	☐ 2. Split ☐ 3. Land ☐ 4. Improvement		
7. Legal Description of Parcel F:			
G.)	☐ 2. Split ☐ 3. Land ☐ 4. Improvement		
7. Legal Description of Parcel G:			
H.)	☐ 2. Split ☐ 3. Land ☐ 4. Improvement		
7. Legal Description of Parcel H:			