

>> <u>Home</u> >> <u>Law 101</u>

Filling Out Your PCOR (Preliminary Change of Ownership Report)

	Turn this in along with the deed whenever you change or add owners of real	IE-502-A (P1 PRELI To be c subject p and Tax must be	ompleted by the transferee property, in accordance with ation Code. A Preliminary	OWNERSHIP REPORT (buyer) prior to a transfer of section 480.3 of the Revenue Change of Ownership Report in the County Recorder's office ocated.		S P S S P S F	ATHLEEN KE ACRAMENTC ROPERTY TRAN 701 Power Inn Ro acramento, CA 9 hone (916) 875-07 AX (916) 875-075 ww.assessor.sacc	SFER SE ad, Suite 5826-4329 750 5	ITY ASSESSOR CTION 3000 9
	estate. The		NAME AND MAILING ADDRESS O			ASSESSOR'S PARCE	LNUMBER		
	Recorder forwards		Make necessary corrections to the		٦	12-345-67			
	it to the Assessor		123 Main St.	ent		Frankie Fo	mormer-Own	er	
	to change who		Sacramento C	Λ 0591/		BUYER'S DAYTIME TH (916)555-1	ELEPHONE NUMBER		
	receives tax bills		Sacramento c	A 73014		BUYER'S EMAIL ADD	RESS		
	and to re-assess	STREET A	L DDRESS OR PHYSICAL LOCATION	OF REAL PROPERTY	_	rrecipient	@uvwxyz.@	com	
	the property under	123 I	Main St., Sacrame	ento					
	Prop 13, if		PERTY TAX INFORMATION TO (NAM PT Recipient	(E)					
	applicable.	ADDRESS			CIT				E ZIP CODE 95814
L		X YES	Main St.	tended as my principal residence. If Yi		e indicate the date	of occupancy	MO DAY	(YEAR
			or intended occup	ancy.				01 0	1 2016
F	Between spouses/	PART	 TRANSFER INFORM This section contains p 	MATION Please complete ossible exclusions from reassessme			fers.		
0	lomestic partners						a analian diwara	a aattlam	ant ata b
	Between parents/ grandparents and children		A. This transfer is so B. This transfer is sol a partner, death o	TRANSFER INFO		-	,	f State (a	ent, etc.). ddition or removal of
			*C. This is a transfer: *D. This transfer is the	Check either "Yes"	or "N	lo" for	s) to grandchild(re	en).	
	Death of one owner		* E. This transaction is Within the same c	all options.			older.		
	Replacing home of senior or disabled person	∽ ∎ [* F. This transaction is section 69.5. With	Usually zero or one	e will	apply.	bled as defined b	y Revenu	e and Taxation Code
1	Vame change	\rightarrow	G. This transaction is If YES, please exp	Most will be "No."			property (e.g., a	name cha	ange upon marriage).
F r	Beginning or end of nortgage	→	H. The recorded doc I. This transaction is	These statements	are re	asons	e property. eate, terminate, c	or reconve	ey a security interest
F	Required for financing		(e.g., cosigner). If J. The recorded doc	your transfer may the from reassessment			document.		
	Substitution of trustee	∕ .	K. This is a transfer (1101111603363311611	ι.				
	nto or out of family trust		1. to/from a revoo the transfer	In some cases, no		ment	enefit of partner.		
			2. to/from a trust	applies (for instanc		· U	joint tenant, and	which	
			annes the oth 3. to/from an irrev	between siblings, e	etc.)	Such	r dies.		
	ong-term lease		creator/gran	transfers will trigge	r		s/trustor's registe	red dome	estic partner.
(Change in title, between		L. This property is su	reassessment.			including writter	options.	
	he same owners	→ 🛛 [encern parties in which proportiona emain exactly the same after the tran		s or the transferor	(s) and transfere	e(s) in ea	ach and every parcel
	.ow income housing	-> 🗌 [_	bject to subsidized low-income hous		irements with gov	ernmentally impo	sed restri	ictions.
				he first purchaser of a new building c	containing:	an active solar e	nergy system.		
	Vew solar construction		* Please refer to the in Please provide any	structions for Part 1. y other information that will help	the Ass	essor understa	nd the nature of	of the tra	insfer.
			-			-			

>><u>Home_</u>>><u>Law 101</u>

Filling Out Your PCOR, page 2 (Preliminary Change of Ownership Report)

ART 2. OTHER TRANSFER INFORMATION Check and complete as applicable. Date of transfer. Other than recording date Type of transfer: Other than recording date Purchase Foreclosure Gift Trade or exchange Merger, stock, or partnership acquisition (Form BOE-100-8) Contract of sale. Date of contract: Inheritance. Date of death: Inheritance. Date of death: Sale-leaseback Creation of a lease Assignment of a lease Termination of a lease. Date lease began: Original term in years (including written options): Remaining term in years (including written options): Remaining term in years (including written options): Other. Please explain:	Is this transfer a "gift"? A "gift" means no money, property, or services changes hands. Taking over mortgage payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner. If it is a gift, the donor should ask their tax advisor whether they must file a gift
Type of transfer Purchase Foreclosure Gift Trade or exchange Merger, stock, or partnership acquisition (Form BOE-100-B) Contract of sale. Date of contract: Inheritance. Date of death: Inheritance. Date of death: Sale-leaseback Creation of a lease Assignment of a lease Termination of a lease. Date lease began: Other. Please explain: Original term in years (including written options): Remaining term in years (including written options): Other. Please explain: Only a partial interest in the property was transferred. YES NO If YES, indicate the percentage transferred. % ART 3. PURCHASE PRICE AND TERMS OF SALE Check and complete as applicable. Norunt \$ Amount \$ Merchase, put \$0 in line "A" and skip to partial. Merchase, put \$0 in line "A" and skip to part 4. Mount \$ Merchase, put \$0 in line "A" and skip to part 4. Mount \$ Mount \$ Mount \$ Merchase, put \$0 in line "A" and skip to part 4. Mount \$ Merchase, put \$0 in line "A" and skip to part 4. Mount \$ Merchase, put \$0 in line "A" and skip to part 4. Mount \$ M	A "gift" means no money, property, or services changes hands. Taking over mortgage payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner.
Purchase Foreclosure Git Trade or exchange Merger, stock, or partnership acquisition (Form BOE-100-B) Contract of sale. Date of contract Inheritance. Date of death: Sale-leaseback Creation of a lease Assignment of a lease Termination of a lease. Date lease began: Original term in years (including written options): Remaining term in years (including written options): Other. Please explain: Only a partial interest in the property was transferred. YES NO If YES, indicate the percentage transferred. ART 3. PURCHASE PRICE AND TERMS OF SALE Check and complete as applicable. Total purchase price Cash down payment or value of trade or exchange excluding If that or value of trade or exchange excluding If this transfer is not a purchase, put \$0 in line "A" and skip to part 4. Second deed of trust @ % interest foryear. Detained entrest foryear. Amount \$ Amount \$ Amount \$ Amount \$ Amount \$ Due date: Was an Improvement Bod or other public financing assumed by the buyer? Yes NO Outstanding balance \$ Amount, if any, of real estate commission fees paid by the buyer? Wes NO Outstanding balance \$ The property was purchased Through real estate broker. Broker name	A "gift" means no money, property, or services changes hands. Taking over mortgage payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner.
Contract of sale. Date of contract: Contract of sale. Date of sale. Date of contract of s	A "gift" means no money, property, or services changes hands. Taking over mortgage payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner.
Sale/leaseback Creation of a lease Assignment of a lease Termination of a lease. Date lease began: Original term in years (including written options): Remaining term in years (including written options): Other. Please explain:	A "gift" means no money, property, or services changes hands. Taking over mortgage payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner.
Original term in years (including written options): Remaining term in years (including written options): Other. Please explain: Other. Please explain: If YES NO If YES, indicate the percentage transferred. If YES Only a partial interest in the property was transferred. YES NO If YES, indicate the percentage transferred. If YES ART 3. PURCHASE PRICE AND TERMS OF SALE Check and complete as applicable. Amount S Total purchase price S Amount S Amount S Cash down payment or value of trade or exchange excludir If this transfer is not a purchase, put \$0 in line "A" and skip to Part 4. Amount S Bank/Savings & Loan/Credit Union Loan carried Part 4. Amount S Second deed of trust @ % interest for year Year Amount S Fixed rate Variable rate Bank/Savings & Loan/Credit Union Loan carried by seller Mount S Baloon payment \$ Due date: NO Outstanding balance \$ Mount S Was an Improvement Bond or other public financing assumed by the buyer? YES NO Outstanding balance \$ Manount if any, of real estate commission fees paid by the buyer which are not included in the purchase price \$ The proper	A "gift" means no money, property, or services changes hands. Taking over mortgage payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner.
Only a partial interest in the property was transferred. YES NO If YES, indicate the percentage transferred. ** ART 3. PURCHASE PRICE AND TERMS OF SALE Check and complete as applicable. ** Total purchase price S ** Cash down payment or value of trade or exchange excludir If this transfer is not a purchase, put \$0 in line "A" and skip to Part 4. Amount \$ Bank/Savings & Loan/Credit Union Loan carried Part 4. Amount \$ Second deed of trust @ ** interest foryears Yeats	A "gift" means no money, property, or services changes hands. Taking over mortgage payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner.
ART 3. PURCHASE PRICE AND TERMS OF SALE Check and complete as applicable. Total purchase price S Cash down payment or value of trade or exchange excluding If this transfer is not a purchase, put \$0 in line "A" and skip to Part 4. Bank/Savings & Loan/Credit Union Loan carried Due date: Balloon payment \$ Due date: Part 4. Second deed of trust @ % interest for years Mount \$ Balloon payment \$ Due date: Amount \$ Second deed of trust @ % interest for years Mount \$ Amount \$ Second deed of trust @ % interest for years Due date: Amount \$ Was an Improvement \$ Due date: Mount \$ Mount \$ Was an Improvement Bond or other public financing assumed by the buyer? YES NO Outstanding balance \$ Mount \$ The property was purchased: Through real estate broker. Broker name Phone number:) Duect from seller From a family member-Relationship Phone number:) Other. Please explain any special terms, seller concessions, broker/agent fees waived, financing, and any other information (e.g., buyer assumed the existing loan balance) that would assist the Assessor in the valuation of your property. ART 4. PROPERTY INFORMATION Check and complete as applicable.	A "gift" means no money, property, or services changes hands. Taking over mortgage payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner.
Total purchase price \$	property, or services changes hands. Taking over mortgage payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner. If it is a gift, the donor should ask their tax advisor
Cash down payment or value of trade or exchange excludir If this transfer is not a purchase, put \$0 in line "A" and skip to part 4. First deed of trust @% interest foryears. If this transfer is not a purchase, put \$0 in line "A" and skip to Part 4. Balloon payment \$0ue date: Due date: Second deed of trust @% interest foryear Amount \$	changes hands. Taking over mortgage payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner.
First deed of trust @ % interest for	Taking over mortgage payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner.
PHAL_Discount Points) Cal-Vet VAL Inne "A" and skip to Bank/Savings & Loan/Credit Union Loan carried Part 4. Second deed of trust (@	payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner. If it is a gift, the donor should ask their tax advisor
Bank/Savings & Loan/Credit Union Loan carried line "A" and skip to Balloon payment \$ Due date: Part 4. Second deed of trust (@ % interest foryears years Amount \$ Fixed rate Variable rate Bank/Savings & Loan/Credit Union Loan carried by seller Balloon payment \$ Due date:	payments counts as money changing hands – the new owner has essentially paid the outstanding mortgage for the old owner. If it is a gift, the donor should ask their tax advisor
Balloon payment \$ Due date: Part 4. Second deed of trust @% interest foryears	changing hands – the new owner has essentially paid the outstanding mortgage for the old owner. If it is a gift, the donor should ask their tax advisor
Fixed rate Variable rate Bank/Savings & Loan/Credit Union Loan carried by seller Balloon payment \$ Due date:	owner has essentially paid the outstanding mortgage for the old owner. If it is a gift, the donor should ask their tax advisor
Balloon payment \$ Due date: Was an Improvement Bond or other public financing assumed by the buyer? YES NO Outstanding balance \$ Amount, if any, of real estate commission fees paid by the buyer which are not included in the purchase price \$ The property was purchased. Through real estate broker. Broker name Phone number. \$ Direct from seller From a family member-Relationship Other. Please explain. Please explain any special terms, seller concessions, broker/agent fees waived, financing, and any other information (e.g., buyer assumed the existing loan balance) that would assist the Assessor in the valuation of your property. ART 4. PROPERTY INFORMATION Check and complete as applicable.	the outstanding mortgage for the old owner. If it is a gift, the donor should ask their tax advisor
Balloon payment \$ Due date: Was an Improvement Bond or other public financing assumed by the buyer? YES NO Outstanding balance \$ Amount, if any, of real estate commission fees paid by the buyer which are not included in the purchase price \$ The property was purchased. Through real estate broker. Broker name Phone number. \$ Direct from seller From a family member-Relationship Other. Please explain. Please explain any special terms, seller concessions, broker/agent fees waived, financing, and any other information (e.g., buyer assumed the existing loan balance) that would assist the Assessor in the valuation of your property. ART 4. PROPERTY INFORMATION Check and complete as applicable.	for the old owner. If it is a gift, the donor should ask their tax advisor
Was an Improvement Bond or other public financing assumed by the buyer? YES NO Outstanding balance \$ Amount, if any, of real estate commission fees paid by the buyer which are not included in the purchase price \$ The property was purchased: Through real estate broker. Broker name Phone number: ()) Direct from seller From a family member-Relationship Phone number: ()) Other. Please explain: Please explain any special terms, seller concessions, broker/agent fees waived, financing, and any other information (e.g., buyer assumed the existing loan balance) that would assist the Assessor in the valuation of your property. ART 4. PROPERTY INFORMATION Check and complete as applicable.	If it is a gift, the donor should ask their tax advisor
Amount, if any, of real estate commission fees paid by the buyer which are not included in the purchase price \$ The property was purchased. Through real estate broker. Broker name Phone number. Direct from seller From a family member-Relationship	should ask their tax advisor
The property was purchased: Through real estate broker. Broker name Phone number: () Direct from seller From a family member-Relationship	should ask their tax advisor
Direct from seller From a family member-Relationship Other. Please explain: Please explain any special terms, seller concessions, broker/agent fees waived, financing, and any other information (e.g., buyer assumed the existing loan balance) that would assist the Assessor in the valuation of your property. ART 4. PROPERTY INFORMATION Check and complete as applicable.	should ask their tax advisor
Other. Please explain: Please explain any special terms, seller concessions, broker/agent fees waived, financing, and any other information (e.g., buyer assumed the existing loan balance) that would assist the Assessor in the valuation of your property. ART 4. PROPERTY INFORMATION Check and complete as applicable.	
Please explain any special terms, seller concessions, broker/agent fees waived, financing, and any other information (e.g., buyer assumed the existing loan balance) that would assist the Assessor in the valuation of your property. ART 4. PROPERTY INFORMATION Check and complete as applicable.	whether they must file a diff
existing loan balance) that would assist the Assessor in the valuation of your property. ART 4. PROPERTY INFORMATION Check and complete as applicable.	whether they must like a gift
	tax return this year.
Type of property transferred	
Single-family residence Co-op/Own-your-own Manufactured home	
Multiple-family residence. Number of units:	
Other. Description: (i.e., timber, mineral, water rights, etc.)	
YES NO Personal/business property, or incentives, provided by seller to buyer are included in the purchase price. Examples of personal	Describe the property being transferred, and any
property are furniture, farm equipment, machinery, etc. Examples of incentives are club memberships, etc. Attach list if available.	included personal property
If YES, enter the value of the personal/business property: \$ Incentives \$ Incentives \$	or manufactured homes.
YES NO A manufactured home is included in the purchase price.	or manufactured nomes.
If YES, enter the value attributed to the manufactured home: \$	Fill this out even if you
YES NO The manufactured home is subject to local property tax. If NO, enter decal number:	did not pay a "purchase
YES NO The property produces rental or other income.	
If YES, the income is from: Lease/rent Contract Mineral rights Other:	price."
The condition of the property at the time of sale was: Good Average Fair Poor	
Please describe:	
CERTIFICATION	A new owner fills out,
certify (or declare) that the foregoing and all information hereon, including any accompanying statements or documents, is true and correct to	dates, and signs the
e best of my knowledge and belief.	PCOR. It does NOT
GNATURE OF BUYER/TRANSFEREE OR CORPORATE OFFICER DATE TELEPHONE	
ME OF BUYER/TRANSFEREE/LEGAL REPRESENTATIVE/CORPORATE OFFICER (PLEASE PRINT) TITLE EMAIL ADDRESS	need to be notarized.
The Assessor's office may contact you for additional information regarding this transaction.	