

SEMINOLE COUNTY GOVERNMENT
Legal Document Requirements

WARRANTY DEEDS:

1. Legal Description (Portion actually being conveyed to the County)
2. Sketch depicting legal being conveyed to the County signed and sealed by a registered land surveyor.
3. Survey sketch is to be 8 1/2 x 11 for recording purposes.
4. Property Appraiser's Identification Number must appear.
5. Computer Print-out from the Property Appraiser's Office of parcel(s) involved in the dedication.

EASEMENTS:

1. Legal Description (Portion actually being conveyed to the County)
2. Sketch depicting legal being conveyed to the County signed and sealed by a registered land surveyor.
3. Survey sketch is to be 8 1/2 x 11 for recording purposes.
4. Computer Print-out from the Property Appraiser's Office of parcel(s) involved in the dedication.

CROSS ACCESS EASEMENTS:

1. Legal Descriptions: (1) Submit Legal description of the entire property (2) Submit Legal description of the cross access easement
2. Survey: - One sketch depicting the legal descriptions (Exhibit "A") Signed and sealed by a registered land surveyor.
3. Survey sketch is to be 8 1/2 x 11 for recording purposes.
4. Full Name(s) of owner(s) dedicating the easement along with their addresses.
5. Submit the above information & survey from surveyor to Ms. Terry Owens for submittal to the County Attorneys office for preparation of legal document for owners signature.
6. Computer Print-out from the Property Appraiser's Office of parcel(s) involved in thee dedication.

** ALL DOCUMENTS ARE TO HAVE THE PREPARED BY AND ADDRESS COMPLETED.....

** CORPORATION - The Corporate SEAL must be affixed in the appropriate signature designations.

** AFFIDAVIT OF IDENTITY/AUTHORITY - This must accompany Corporation, Ltd. Partnership and Partnership documents.

MUST COMPLY WITH 1990 SUPPLEMENT TO FLORIDA STATUTES - CHAPTER 695

RECORD OF CONVEYANCES OF REAL ESTATE.....