NEW YORK METRO 800-853-4803 914-997-1698 fax stewart.com/nymetro

stewart title

WESTCHESTER PREP REQUEST

COMPLETE and EMAIL to nymetrorecordings@stewart.com

IMPORTANT: All fields below must be completed in order to prepare the transfer tax forms in Westchester's PREP system. A copy of the deed, lease, or other transfer document <u>must</u> be submitted with this form. If more than one conveyance doc requires transfer tax forms, a separate prep request form must be submitted for each. A fee will apply to each set of transfer tax forms requested. The Cities of **PEEKSKILL**, **YONKERS**, and **MOUNT VERNON** require a supplemental transfer tax form that is not part of the PREP system. If requested to prepare the supplemental return, an additional fee will apply.

Title Number:	Request Date:		Closing Date:	
Requested By:	Email:			
Seller Attorney	Name:			
·	Address:			
	Tele.:	Email:	Fax:	
Seller	Name:			
	Address:			
	SSN/EIN:			
Seller	Name:			
	Address:			
	SSN/EIN:			
Purchaser Attorney	Name:			
	Address:			
	Tele.:	Email:	Fax:	
Purchaser	Name:			
	Address:			
	SSN/EIN:			
Purchaser	Name:			
	Address:			
	SSN/EIN:			
	Note: If any party is	a single member LLC, include sin	gle member's name and SSN/EIN for TP-584.	
Property Address				
Tax Map Designation	Section	Block	Lot(s)	
City/Town/Village				
School District		T of all an	A 1 1	
Property Type/Class Code	Note: If courtesy rec	Lot size:	Assessed value: rrent tax bill so we may complete RP-5217.	
	Note: If couriesy rec	oraing, piease provide copy of cu	rrent tax but so we may complete KF-3217.	
Consideration	\$	*Is Purchaser paying	transfer tax? Yes No	
	*Is exemption being claimed? Yes No *If yes, detail below.			
Date of Conveyance				
Condition of Transfer	(per page 1 of TP-58	34)		
Contract Date				
a			10	
Supplemental TT Form	Yes, please pr	repare No, I'll do it my	yself	
Special Instructions				

New York Tax Law Section 1409(a) LLC Grantor or Grantee of 1 to 4 Family Residential property

This document is accompanying Form TP584 and is submitted in compliance with Tax Law Section 1409(a). ____, LLC. The
Grantor Grantee is _____ The names and business addresses of all members, managers, and any other authorized persons of such limited liability company are as follow: Name **Business Address** For each Business entity or partnership listed above, the names and business addresses of all shareholders, directors, officers, members, managers, and partners are as follow: