Tonopah Office
101 Radar Road
PO Box 1111
Tonopah, NV 89049-1111
Phone (775) 482-8116
Fax (775) 482-8111

Pahrump Office
170 N. Floyd St., Ste. 1
Pahrump, NV 89060-0107
Phone (775) 751-6340
Fax (775) 751-6341
recorder@co.nye.nv.us
www.nyerecorder.net

Office of Nye County Recorder
Deborah Beatty – Recorder

Deed Requirements as of January 1, 2008

Assessor's parcel number (APN) at top left of the first page (can be obtained from the assessor's office at (775) 482-8174

Grantee address – if the grantee is a trust the trust name and address must appear on the deed

Grantor (seller)

Grantee (buyer)

Name and address of the person to whom a statement of the taxes assessed on the real property is to be mailed

Property legal description – can be obtained from the assessor's office at 775-482-8174

Grantor (s) signature (s) Typed or legibly printed name (s) under signature (s) of all parties except notary

Grantor(s) signature notarized. Notary must have venue, notary wording, notary signature and notary stamp or seal.

Declaration of value form (completed & signed by a party to the document or representative) If the person submitted the document is not the grantor or grantee, the declaration of value form must have the section Company/Person Requesting Recording completed.

Note: Nevada Revised Statutes (NRS) requires a blank 3-inch square at the top right hand corner of the first page of the document for the Recorders stamp. If there is not enough space, you will need to complete a cover page and include $1.00 addition recording fee for that page or you will incur a $25 non-conform fee. In addition, a 1" margin MUST be on all sides of all pages or a $25 non-conform fee will be charged.

The recorder's office will conform one copy (a copy you send) at no charge.

Per NRS 239B.030, the document cannot contain personal information unless the information is required by a Nevada Revised Statute to be on the document. Personal information is defined as social security number, driver's license number or identification card number. If personal information is required to be on the document a personal affirmation statement must be submitted as part of the document. Please use our cover sheet for this purpose.