

CITY OF BALTIMORE

MARTIN O'MALLEY, Mayor



DEPARTMENT OF FINANCE

BUREAU OF TREASURY MANAGEMENT
Room 7, Abel Wolman Municipal Building
200 Holliday Street
Baltimore, Maryland 21202

FACT SHEET FOR BALTIMORE CITY RECORDATION TAX

As of June 23, 2004, the City of Baltimore enacted legislation (Ordinance 04-727) changing its Recordation Tax rate to \$5.00 per \$500 of transaction. Additionally, the legislation creates a partial exemption for owner-occupied residences.

Under this partial exemption, the recordation tax does not apply to the first \$22,000 of the consideration payable on the conveyance of owner-occupied residential property if the instrument in writing is accompanied by a statement, signed under oath by the buyer, that the buyer will use the property as the buyer's principal residence by actually occupying the property for at least 7 months of the 12-month period immediately following the conveyance.

The changes take effect on September 1, 2004 as to any instrument conveying title or securing a debt that contains a notary acknowledgment dated on or after September 1, 2004 and is presented for recordation on or after September 1, 2004.

The new ordinance can be accessed on the City's website at <http://cityservices.baltimorecity.gov/charterandcodes/>.

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**CITY OF BALTIMORE, MARYLAND
RECORDATION TAX
CERTIFICATION OF OWNER-OCCUPIED STATUS**

I (we), _____, do hereby certify and
(Print Name of Purchaser(s))

affirm under the penalties of perjury that I (we) have purchased property in the City of Baltimore
known as _____ which I (we) shall
(Address of Property)

occupy as my (our) principal residence for at least 7 of the 12 months immediately following this
conveyance.

SIGNATURE

SIGNATURE

DATE