

Project Name _____

Property Owner Name _____

This instrument was prepared by:

SEND TAX NOTICE TO:

Preparers name _____

Right of Way Division

A200-7 Courthouse

Birmingham, Ala. 35203

STATE OF ALABAMA}

JEFFERSON COUNTY}

KNOW ALL MEN BY THESE PRESENTS: That in consideration of One and No/ Hundreds Dollars (\$1.00) paid to, the undersigned Grantor, in hand paid by Jefferson County, the Grantee herein, the receipt whereof is acknowledged, the undersigned does by these presents, grant, bargain, sell and convey unto Jefferson County, Alabama the following described real estate situated in Jefferson County, Alabama.
to wit:

TYPE LEGAL HERE

Accepted from the above are any easements of record.

TO HAVE AND TO HOLD to the said Jefferson County, Alabama, their successors and assigns, forever.

And said Jefferson County, Alabama, Grantor, covenant with said, Grantee their successors and assigns, that it is lawfully seized in fee simple of said premises; that they are free from all encumbrances, unless otherwise noted above; that it has a good right to sell and convey the same as aforesaid; that it and its successors, executors, and administrators shall warrant and defend the same to the said Jefferson County, Alabama, their successors and assigns forever, against the lawful claims of all persons.

IN WITNESS WHEREOF, _____ have hereunto set _____ hands and seal(s) this _____ day of _____, 20__.

_____ (SEAL)

_____ (SEAL)

STATE OF ALABAMA)

JEFFERSON COUNTY)

I, THE UNDERSIGNED AUTHORITY, in and for said County, in said State, hereby certify that _____ whose name as Managing Partner of the _____, a corporation, is signed to the foregoing conveyance, and who is known to me, acknowledged before me on this day that, being informed of the contents of the conveyance, he or she, as such officer, and with full authority, _____ executed the same voluntarily for and as the act of said Corporation.

My commission expires _____.

NOTARY PUBLIC

Use the notary that is suited for the signature. This is a word document and may be changed or added to.
Please change the red type to black or omit.



JEFFERSON COUNTY ENVIROMENTAL SERVICES
DEED INSTRUCTIONS

Deeds for Sanitary Sewer Right-of-Ways must be:

- 1). **On our deed form.** Copies may be obtained from:

Roads and Transportation (205) 325-5141 or (205) 521-7515, Press 2
Sewer Plans Review

The deed is available in Microsoft Word and WordPerfect. When requesting by E-mail please specify which version you need.

- 2). **Filled in completely.**
- 3). **Notary= statements** - on rear of sheet. The first two (2) are for individuals (Private properties) 1 for each owner as necessary; the bottom statement is for corporations or public properties.
- 4). **Type or print legibly** the names of individuals and or company=s under their signatures.
- 5). **No Fax copies** will be accepted nor any copy that has been faxed .
Originals only.

**NO FAX COPIES ACCEPTED
QUIT CLAIM DEED**

PROJECT NAME

Prepared by:

STATE OF ALABAMA)

JEFFERSON COUNTY)

KNOW ALL BY THESE PRESENTS, That in consideration of the sum of

_____ One _____ DOLLARS,

to _____ Jefferson County _____ in hand paid

by _____ the receipt whereof

is hereby acknowledged _____ do remise, release, quit claim and convey to the said

_____ all our right, title, interest and claim in or to

the following described real estate, to wit:

SEE ATTACHMENT "A"

Situated in _____ Jefferson _____ County, Alabama.

TO HAVE AND TO HOLD, to this said _____

heirs and assigns forever:

Given under _____ hand ___ and seal ___, this _____ day of _____, A.D. 20

Executed in presence of _____ (Seal)

_____ (Seal)

_____ (Seal)

_____ (Seal)

STATE OF ALABAMA)
JEFFERSON COUNTY)

I, _____ a Notary Public in said County and State hereby certify that _____ whose name as President, Jefferson County Commission, is signed to the foregoing conveyance, and who is known to me, acknowledged before me on this day that, being informed of the contents of the conveyance, she/he, in her/his capacity as such President, Jefferson County Commission, executed the same voluntarily on the day the same bears date.

Given under my hand and seal, this the _____ day of _____, 20_____

Notary Public

TO

=====
QUIT CLAIM DEED
=====

STATE OF ALABAMA
JEFFERSON COUNTY

I, _____,
Judge of Probate Court of said County,
hereby certify that the within conveyance
was filed for registration in this office on the

_____ day of _____, 20____
and was recorded in Vol. _____ Record of
Deeds, pages _____
on the _____ day of _____, 20____

Judge of Probate
Record Fee, \$ _____

NO FAX COPIES ACCEPTED

PROJECT NAME:

Prepared by:

Name: _____

Co. Name: _____

Address: _____

RIGHT OF WAY DEED

STATE OF ALABAMA)

JEFFERSON COUNTY)

KNOW ALL MEN BY THESE PRESENTS: That for and in consideration of the sum of ONE & 00/100 Dollars (\$ 1.00) cash in hand paid by Jefferson County, the receipt whereof is hereby acknowledged, we, the undersigned, do hereby grant, bargain, sell and convey unto the said Jefferson County, its successors and assigns, a right-of-way and easement for sanitary sewer purposes, including the installation and maintenance of sewer pipelines, underground and on the surface, and underground and surface support facilities, including stations, access points, stubouts and manholes, said right-of-way and easement being located in Jefferson County and described as follows:

For the consideration aforesaid, the undersigned do grant, bargain, sell and convey unto said County the right and privilege of a perpetual use of said lands for such public purpose, together with all rights and privileges necessary or convenient for the full use and enjoyment thereof, including the right of ingress to and egress from said strip and the right to cut and keep clear all trees, undergrowth and other obstructions on the lands of the undersigned adjacent to said strip when deemed reasonably necessary for the avoidance of danger in and about said public use of said strip, and the right to prohibit the construction or maintenance of any improvement or obstruction (except fencing) or the placement of spoil or fill dirt or heavy equipment or heavy objects on, over, across or upon said area herein conveyed without the written permission from Jefferson County.

In consideration of the benefit to the property of the undersigned by reason of the construction of said sewer facility, the undersigned hereby release Jefferson County, the State of Alabama, and/or the United States of America, and/or any of their agents, from all damages present or prospective to the property of the undersigned arising or resulting from the construction, maintenance and repair of said improvement, and the undersigned do hereby admit and acknowledge that said sewer facility, if and when constructed, will be a benefit to the property of the undersigned.

The undersigned covenant with said Jefferson County that the undersigned are seized in fee-simple of said premises and have a good right to sell and convey the same and that the same are free from all encumbrances, and the undersigned will warrant and defend the title to the aforegranted strip of ground from and against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals, all on this _____ day of _____, 20__.

_____(SEAL)

_____(SEAL)

_____(SEAL)

The State of Alabama
Jefferson County

I, the undersigned authority, in and for said County, in said State, hereby certify that _____
Whose name _____ signed to the foregoing
conveyance, and who _____ known to me, acknowledged before me on this day that, being informed of the
contents of the conveyance, _____ executed the same voluntarily on the day the same bears date.

Given under my hand and official seal, this _____ day of _____, 20 ____.

Notary Public

The State of Alabama
Jefferson County

I, the undersigned authority, in and for said County, in said State, hereby certify that _____
_____ Whose name _____ signed to the foregoing
conveyance, and who _____ known to me, acknowledged before me on this day that, being informed of the
contents of the conveyance, _____ executed the same voluntarily on the day the same bears date.

Given under my hand and official seal, this _____ day of _____, 20 _____.

Notary Public

The State of Alabama
Jefferson County

I, the undersigned authority, in and for said County, in said State, hereby certify that _____
_____ Whose name as President of the _____
_____ a corporation is signed to the foregoing conveyance, and who is known to me, acknowledge
before me on this day that, being informed of the contents of the conveyance, he, as such officer, and with full authority, executed
the same voluntarily for and as the act of said corporation.

Given under my hand and official seal, this _____ day of _____, 20 _____.

Notary Public

**The State of Alabama
Jefferson County**

Sewer _____

Project No. _____

Name _____

**RIGHT OF WAY DEED
(SEWER)**

2/08/07

This instrument prepared by:
Surveyor, Engineer or Gov't Empl.

STATE OF ALABAMA)

JEFFERSON COUNTY)

KNOW ALL MEN BY THESE PRESENTS: That for and in consideration of the sum of One and no/100s Dollars (\$1.00) cash in hand paid by Jefferson County, the receipt whereof is hereby acknowledged, we, the undersigned, do hereby grant, bargain, sell and convey unto the said Jefferson County, its successors and assigns, a right-of-way and easement for sanitary sewer purposes, including the installation and maintenance of sewer pipelines, underground and on the surface, and underground and surface support facilities, including stations, access points, stubouts and manholes, said right-of-way and easement being located in Jefferson County, Alabama and described as follows, to-wit:

Type Legal Here

For the consideration aforesaid, the undersigned do grant bargain sell and convey unto the said County the right and privilege of a perpetual use of said lands for such public purpose, together with all rights and privileges necessary or convenient for the full use and enjoyment thereof, including the right of ingress to and egress from said strip and the right to cut and keep clear all trees, undergrowth and other obstructions on the lands of the undersigned adjacent to said strip when deemed reasonably necessary for the avoidance of danger in and about said public use of said strip, and the right to prohibit the construction or Maintenance of any improvement or obstruction (except fencing) or the placement of spoil or fill dirt and/or heavy equipment over or on top of the easement/right-of-way without the written permission of the Jefferson County Commission or its authorized agent.

In consideration of the benefit to the property of the undersigned by reason of the construction of said sewer facility, the undersigned hereby release Jefferson County, the State of Alabama, and/or the United States of America, and/or any of their agents, from all damages present or prospective to the property of the undersigned arising or resulting from the construction, maintenance and repair of said improvement, and the undersigned do hereby admit and acknowledge that said sewer facility, if and when constructed, will be a benefit to the property of the undersigned.

The undersigned covenant with said Jefferson County that the undersigned are seized in fee-simple of said premises and have a good right to sell and convey the same and that the same are free from all encumbrances, and the undersigned will warrant and defend the title to the aforegranted strip of ground from and against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals, all on this _____ day of _____, 20____.

_____ (SEAL)

_____ (SEAL)

STATE OF ALABAMA)

JEFFERSON COUNTY)

I, THE UNDERSIGNED AUTHORITY, in and for said County, in said State, hereby certify that _____ whose name as President of the _____ a corporation, is signed to the foregoing conveyance, and who is known to me, acknowledged before me on this day that, being informed of the contents of the conveyance, he or she, as such officer, and with full authority, has executed the same voluntarily for and as the act of said Corporation.

Given under my hand and official seal, this _____ day of _____, 20____.

My commission expires _____.

Notary Public

STATE OF ALABAMA)

JEFFERSON COUNTY)

I, THE UNDERSIGNED AUTHORITY, in and for said County, in said State, hereby certify that _____ whose name(s) _____ signed to the foregoing conveyance, and who _____ known to me, acknowledged before me on this day that, being informed of the contents of the conveyance, _____ executed the same voluntarily on the date the same bears date.

Given under my hand and official seal, this _____ day of _____, 20__.

My commission expires _____.

Notary Public

This being an electronic document you can adjust as needed. No need to more signature lines than anticipated i.e. one is all that is needed for a Corporation. You can change President to Vice President if appropriate or in the case of an LLC to Managing Member. Use only the notary type you need i.e. individual or corporate form. We have to adjust for Commission President signature. Be sure to remove the red or change to black.

**Writing Legal Descriptions
For Dedication of Road Right-of-Way to Jefferson County**

First, always verify right-of-way with the Right-of-Way Division before you do your field survey so you will know if you even need to do a centerline of the roads involved. Our information maybe helpful for your use as our maps may contain survey data you can use. If there is no right-of-way the following is a list of things to keep in mind while preparing a deed for dedication of right-of-way to Jefferson County:

1. The description must be off a field survey roadway centerline. The Right-of-Way Division will need a signed sealed map to check a legal. We check them all.
2. Use deflection angles and do not rely on bearings. Jefferson County Roads & Transportation will not accept the deed as written based on bearings.
3. Make sure your land tie data is properly identified.
4. Be sure to turn the angle from the land tie to the centerline of the roadway. If the tie is in a curve, tie to the tangent and run to the P.C. or P.T., then turn 180 degrees and describe the curve. Then run the description along the arc of the curve to the P.O.B. If the P.O.B. is not within the curve, run the description to the P.I., turn the delta angle and run to the P.O.B.
5. If the property lines are badly skewed to centerline, it would be best to change the bounding to reflect the property line.
6. Review the notary portion of the deed. We send deeds back because of incorrect notary affirmation. The date commission expires must be included, as the Office of the Judge of Probate will not accept the deed without this information. The title company requires the marital status of the individuals signing to be listed on the deed. Corporation notary is different from individual notary affirmation. LLC's require managing member to sign.
7. Jefferson County personnel record all deeds. **Please do not record the deed unless you have made special arrangements with our office to do so.** The deeds are checked thoroughly, so please give us the opportunity to review the deeds before obtaining the required signatures. We always try to perform this in a timely manner. Constant errors will slow this process.
8. We have our deed forms available on electronic file and will be glad to email them to you.

For questions concerning the **deed** process or right-of-way records feel free to contact:

Jim Miller	(205) 325-5132 e-mail millerj@jccal.org	Roads
Alan Dodd	(205) 214-4024 e-mail dodda@jccal.org	Sewers