

Transfer Tax Information Sheet

STATE OF DELAWARE	2.50%	State Affidavit Required
NEW CASTLE COUNTY	1.50%	County Affidavit Required
NEW CASTLE COUNTY EXEMPTION		County Affidavit Required County Exemption Form Required
NEW CASTLE COUNTY 1ST TIME HOME BUYER	0.75%	County Affidavit Required County Exemption Form Required Lenders Certification Required

The Recorder of Deeds collects Transfer Tax for the State of Delaware, New Castle County, City of Newark, Middletown Delaware City, New Castle City, Smyrna and Town of Clayton. Payment for transfer tax should be made in two separate checks: one check for the State portion and one check for the County/Municipality. BOTH checks should be made payable to 'New Castle County'

PARCEL NUMBERS

6 to 15	NEW CASTLE COUNTY Two checks payable to New Castle County	1 State Affidavit Required 1 New Castle County Affidavit Required	
16	ARDEN One check payable to New Castle County	No Local Transfer Tax 1 State Affidavit Required	3% tax required
17 ***	* BELLEFONTE (needs town stamp) One check payable to Town of Bellefonte One check payable to New Castle County	Go to Curt Nass Phone (302)632-0206 812 Grandview Avenue Wilmington, DE 19809 Email: curt144@verizon.net 2 State Affidavits Required	
18	NEWARK Two checks payable to New Castle County City of Newark Deed Transfer Affidavit (not needed if exempt)	2 State Affidavits Required 220 Elkton Road Newark, DE 19711 Phone 302 366-7081 Alt# (302)366-7000 ext.2041	
19 ***	ELSMERE (needs town stamp) One check payable to Town of Elsmere One check payable to New Castle County	Go to Town of Elsmere 11 Poplar Avenue Elsmere, DE 19805 Jackie Moore 2 State Affidavits Required	Phone (302)998-9921
20 ***	NEWPORT (needs town stamp) One check payable to Town of Newport One check payable to New Castle County	Go to Town of Newport 226 North James Street Attn: Cindy Newport, DE 19804 2 State Affidavits Required	Phone (302)994-6403
21	NEW CASTLE CITY Two checks payable to New Castle County	2 State Affidavits Required	Phone (302)322-9804

PARCEL NUMBERS

22	DELAWARE CITY Two checks payable to New Castle County	2 State Affidavits Required	Phone (302)834-4573
23	MIDDLETOWN Two checks payable to New Castle County	2 State Affidavits Required	Phone (302)378-2711
24 ***	ODESSA (needs town stamp) One check payable to Town of Odessa One check payable to New Castle County	Go to Town of Odessa 315 East Main Street 2 State Affidavits Required	Phone (302)378-2510
25 ***	TOWNSEND (needs town stamp) One check payable to Town of Townsend One check payable to New Castle County	Go to Town of Townsend 141 Main Street PO Box 223 Townsend, DE 19734 2 State Affidavits Required	Phone (302)378-8082 Fax (302)378-7099
26	WILMINGTON Two checks payable to New Castle County	2 State Affidavits Required	
27	ARDENTOWN One check payable to New Castle County	No Local Transfer Tax 1 State Affidavit Required	3% tax Required
28	SMYRNA Two checks payable to New Castle County	2 State Affidavits Required	
29	ARDENCROFT One check payable to New Castle County	No Local Transfer Tax 1 State Affidavit Required	3% tax Required
30	TOWN of CLAYTON Two checks payable to New Castle County	2 State Affidavits Required	

***If City/Town stamp is needed, local check must be made payable to appropriate municipality