



**Government of the District of Columbia  
Office of Tax and Revenue**

Recorder of Deeds  
1101 4th Street, SW  
Washington, DC 20024  
Phone (202)727-5374

**AFFIDAVIT OF TRANSFER PURSUANT TO ENTITY CONVERSION**

The purpose of this affidavit is to claim an exemption from District of Columbia transfer and/or recordation tax on the recordation of a deed reflecting or transferring ownership or other interest in real property as a result of the conversion of an entity from one form of organization to another under the provisions of Title 29 of the District of Columbia Official Code, or similar provisions of the law of another jurisdiction.

SQUARE OR PARCEL:

SUFFIX:

LOT:

Current Record Owner:

Document Number:

Date of Recordation:

Check here if the current record owner is a nominee or trustee for the Converting Entity.

Name of Converting Entity (Grantor): \_\_\_\_\_

Name of Converted Entity (Grantee): \_\_\_\_\_

Effective date of the conversion: \_\_\_\_\_

Attach a copy of the certificate of conversion issued by the District of Columbia or other jurisdiction under the law of which the conversion was effected.

By signing below, you certify the following:

The interest holders of the Converted Entity are identical to the interest holders of the Converting Entity.

Each interest holder's allocation of the profits and losses of the Converted Entity is identical to the interest holder's allocation of the profits and losses of the Converting Entity.

There neither has been nor will be any change in the interest holders of the Converted Entity or in the allocation to any interest holder in the profits and losses of the Converted Entity during the 12-month period following the Effective Date of the Conversion, other than by reason of the death of an interest holder or the involuntary dissolution of the Converted Entity.

The person signing this affidavit has a duty to promptly notify the Recorder of Deeds if any such change occurs during such 12-month period.

I hereby swear or affirm under penalty of perjury that this affidavit, including any accompanying schedules, documents or statements, has been examined by me and to the best of my knowledge and belief, the statements and representations are complete, correct and true. I hereby acknowledge that any false statement or misrepresentations made on this affidavit is punishable by criminal penalties under the laws of the District of Columbia.

\_\_\_\_\_ Date: \_\_\_\_\_

Printed Name:

Title:

(Note: This affidavit must be executed by an owner, director or officer of the Converted Entity, or by an authorized representative of the Converted Entity.)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

This information is subject to audit within three years of filing.  
The Recorder of Deeds may request additional information to verify any statement made herein.  
Please keep all supporting documentation.