

**FAIRFIELD COUNTY ASSESSOR**  
**P.O. DRAWER 60**  
**WINNSBORO, SC 29180**  
Telephone # (803) 712-6520 or 712-6521  
FAX # (803) 635-2767

**OWNERSHIP CERTIFICATE**

**TAX MAP #**

**Location**

Ownership as of December 31

Has there been a transfer of ownership OR transfer of interest in ownership as of December 31, 20 2011 Yes        No       .

If yes, please provide the following information:

Name and address of new owner: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Nature of ownership interest transferred: \_\_\_\_\_

If transfer of partial interest, list other partial interest owners and relationship of Grantor To Grantee: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your contact information: Daytime Telephone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

E-mail Address: \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
Owner        Owner's Agent        Other        Indicate Title: \_\_\_\_\_

This Certificate is required by S. C. Code Ann. Sections 12-37-3150(A) and 12-37-3160(B).

**PENALTY: IF OWNER OR OWNER'S AGENT KNOWINGLY FALSIFIES DETAILS ON THE CERTIFICATE, THE OWNER OR OWNER'S AGENT IS SUBJECT TO A CIVIL PENALTY. PENALTY MUST NOT BE LESS THAN TWO TIMES THE TAXES LAWFULLY DUE OR MORE THAN THREE TIMES THE TAXES LAWFULLY DUE**

**FAILURE TO RETURN THIS CERTIFICATE MAY RESULT IN YOUR PROPERTY BEING REVALUED FOR PROPERTY TAX PURPOSES.**

## **CERTIFICATE OF OWNERSHIP (12-37-3160(B))**

**THE COUNTY ASSESSOR IS REQUIRED TO ANNUALLY SEND TO EACH REAL PROPERTY OWNER THAT IS NOT A NATURAL PERSON A CERTIFICATE OF OWNERSHIP. THE FORM IS DESIGNED BY THE DEPARTMENT OF REVENUE.**

**THE CERTIFICATE MUST BE SIGNED AND RETURNED BY THE PROPERTY OWNER OR THE OWNER'S AGENT CERTIFYING DETAILS OF THE OWNERSHIP OF THE PROPERTY.**

**IF THE OWNER OR OWNER'S AGENT KNOWINGLY FALSIFIES ANY DETAIL ON THE CERTIFICATE THEY ARE SUBJECT TO A CIVIL PENALTY IMPOSED BY THE DEPARTMENT OF REVENUE, THE COUNTY ASSESSOR OR AN ASSESSOR APPOINTED TO HANDLE MULTIPLE COUNTY ASSESSMENTS PURSUANT TO AN INTERGOVERNMENTAL AGREEMENT.**

**THE ANNUAL CERTIFICATE DOES NOT APPLY TO A REAL PROPERTY OWNER WHO IS A NATURAL PERSON. THE ASSESSOR MAY PERIODICALLY SEND CERTIFICATE TO NATURAL PERSONS.**

**A NATURAL PERSON IS AN INDIVIDUAL OR GROUP OF INDIVIDUALS WHO DIRECTLY OWNS REAL PROPERTY OUTSIDE OF ANY LEGAL ENTITY.**

**A NATURAL PERSON DOES NOT INCLUDE A TRUSTEE, AGENT, OFFICER OR MEMBER OF A LEGAL ENTITY WHICH HAS AN OWNERSHIP INTEREST IN REAL PROPERTY.**

**A LEGAL ENTITY INCLUDES, BUT IS NOT LIMITED TO A CORPORATION, PARTNERSHIP, LLC, UNINCORPORATED ASSOCIATION OR TRUST.**

**THIS APPLICATION SHOULD BE RETURNED TO THIS OFFICE BY JUNE 30.**

**SHOULD YOU HAVE ANY QUESTIONS, PLEASE CONTACT THIS OFFICE AT 803/712-6520 MONDAY-FRIDAY FROM 9:00 AM TO 5:00 PM.**