

Information Regarding Transferring Title to Real Property in Probate Matters

After a Personal Representative/Executor has been appointed by the Probate Court, a Personal Representative's Deed will need to be executed in order to officially transfer real property out of the name of a Decedent. Please contact one of the local attorneys (or another licensed attorney of your choice)* listed on the attached sheet to prepare a **Personal Representative's Deed**. **The Personal Representative's Deed is the document that will officially transfer the real property from the name of the Decedent to the person(s) who will be inheriting it.** (Please also refer to the Probate Packet Explanation of Forms-Step 4 (3) Distribution of Assets)

For a fee based on their own rates, an attorney will prepare a document called a "Personal Representative's Deed", that the Personal Representative will need to sign in front of a Notary Public. In order to prepare this document, the attorney will need a copy of the Probate Court documents that have been filed and the original Warranty Deed with the property legal description.

After the Personal Representative's Deed is prepared and signed in front of a Notary Public, it will need to be recorded with the Taos County Clerk's Office (or with the Clerk of the County where the real estate is located). Then, the information of the new owner is internally transferred to the Assessor's Office and Treasurer's Office to formally change the name on the tax assessment and tax rolls.

Contact Information for Taos County Offices

Taos County Probate Court
105 Albright Street, Suite E
Taos, NM 87571
575-737-6391
paloma.romo@taoscounty.org

Taos County Clerk
105 Albright Street, Suite D
Taos, NM 87571
575-737-6380

Taos County Treasurer's Office
105 Albright Street, Suite F
Taos, NM 87571
575-737-6340

Taos County Assessor's Office
105 Albright Street, Suite A
Taos, NM 87571
575-737-6360

*This is not a comprehensive list of attorneys. Please see the local phone book for additional names. The Probate Court cannot recommend or refer to a specific attorney.

LOCAL ATTORNEYS-TAOS COUNTY

Julia Armstrong	575-751-4818
Lee Boothby	575-751-7415
Crollet and McDowell	575-758-1155
Cruz Law Office	575-758-7958
Kelan Emery	575-758-7997
Samuel Herrera	575-751-0417
Mary Lane Leslie	575-737-0555
Alan Maestas Law Office	575-737-0509
Dennis Manzanares	575-770-0902
Maureen Moore	575-613-5339
Steve Natelson	575-758-4844
Carol Neelley	505-982-9251; 575-751-4613
Dennis Romero	575-758-2297
Scott Sanger	575-758-9104
William Sheridan	575-758-9542
Christopher Stachura	505-620-1438
Larry Van Eaton	575-758-4279
Andres Vargas	575-776-2193
Gloria Velasquez/Eliu Romero	575-770-6270
Kevin Zangara	575-758-2919

NEW MEXICO LEGAL PROGRAMS

New Mexico Legal Aid	575-758-2218
Legal Resources for the Elderly Program	1-800-876-6657
State Bar General Referral Program	1-800-876-6227

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