



Stock Ownership Transfer adding/deleting Non-Resident Co-Owner or Beneficiary Changes

This transfer applies to shareholders who wish to:

- Add or remove a non-resident co-owner, or
- Add or delete a beneficiary on their stock ownership.

Important: If the apartment is held in a Trust or is subject to a Court Order, approval from the GRF Attorney may be required before the transfer can proceed.

Additional requirements include:

- \$150 Trust Review Fee
- Two (2) original Ownership Certificates (front and back)
- A complete copy of the Trust, or a Trust Certification dated within the last 30 days
- Certified copy of a death certificate (if applicable)
(Original death certificate will be copied and stamped in the office)

Documents Required at Your Transfer Appointment

Please bring all applicable items listed below:

- Two (2) original Ownership Certificates (front and back)
- All persons involved in the transfer must be present
- If someone cannot attend, a Power of Attorney is required
- Valid photo ID for all parties involved
- Certified copy of a death certificate (if applicable)
- \$300 Transfer Fee
- \$6,000- \$7,000 Escape Tax Deposit (if applicable)
- \$500 GRF ID not surrendered

Important Information

Transfers typically take **30–45 days to complete**.

All ownership titles are held as “Joint Tenants with Full Rights of Survivorship”.

A non-resident co-owner is responsible for monthly carrying charges.

Only one (1) non-resident co-owner may be added to an ownership.

Appointments must be scheduled at least five days in advance.

Changes to the title of your unit can result in a re-assessment.

For additional information, please contact the Assessor's Office at (714) 796-0268

Legal & Tax Advisory

GRF strongly recommends consulting with your legal counsel and tax advisor before completing any transfer of unit ownership.

To schedule a required appointment, please call:
(562) 431-6586, ext. 2400