

**BARRY GLASSMAN**  
HARFORD COUNTY EXECUTIVE



**ROBERT F. SANDLASS, JR.**  
TREASURER

**HARFORD COUNTY, MARYLAND**  
**Department of Treasury Policy**

**SUBJECT:** Lien Sheets

**POLICY:** Lien Sheets are not required for deed transfers that qualify into one of the following categories:

- Confirmatory Deed
- Deed adding or removing spouse
- Life Estate Deed with powers
- Deed of Easement
- Common Area Deed
- Assignment of TDR's
- Name change due to marriage

No research on outstanding balances due from this owner will be completed. All other types of Deed transfers will require a lien sheet prior to processing. If a deed is presented without a lien, the presenter must provide a copy of this policy circling which category the deed falls under in order to receive the lien sheet exemption.

**AUTHORITY:**

Robert F. Sandlass, Jr.  
Treasurer

3-1-2022

Date

Melissa Lambert  
Director, Law Department

3/3/22

Date

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