REBA Handbook of Standards & Forms

Index of Available Standards and Forms

The following contains the preamble and table of contents from the *REBA Handbook of Standards & Forms*. It is intended to give REBA members a sense of the breadth and scope of this collection of resources.

Preamble

The objective of the conveyancer is to determine whether or not the title in question is satisfactory of record. Objections to the title should be made only when the defect or defects could reasonably be expected to expose the prospective owner, tenant or lienor to the risk of adverse claims or litigation. The following title standards express the practice considered reasonable by members of the Real Estate Bar Association for Massachusetts. This standard of reasonableness is intended to assist the conveyancer in determining if title is marketable. This is not necessarily the same standard that the Land Court will apply consistent with its statutory obligation under M.G.L. Chapter 185. While every effort has been made to maintain consistent standards for both recorded and registered land, there are instances in which the two sets of standards diverge. When dealing with registered land the conveyancer should always review the applicable Land Court Guidelines.

When a conveyancer encounters a situation that he or she believes to constitute a defect in title, it is recommended that the conveyancer contact the prior conveyancing attorney to determine if there are facts or circumstances not apparent from the record that would make title marketable under these standards or otherwise.

To achieve uniformity and harmony in the practice of conveyancing, every purchase and sale agreement should contain the following provision: "Any matter which is the subject of a title, practice or ethical standard of the Real Estate Bar Association for Massachusetts at the time for delivery of the deed shall be governed by said standard to the extent applicable".

Comment

The foregoing provision should protect sellers by preventing sales from being lost by technical and non-substantive objections to title and should protect buyers by avoiding disputes and assuring them a title that will be marketable in the event of a resale.

Adopted May 17, 1973

Amended May 22, 1980 (third paragraph added)

Amended May 8, 2006 (first paragraph substantially rewritten, new second paragraph added, Comment revised)

Title Standards

- 1. Period of Search
- 2. Old Age Assistance Liens
- 3. Federal Estate Tax Liens
- 4. Tax Titles
- 5. Water Liens
- 6 Junior Lienors as Parties to Proceedings under the Soldiers' and Sailors' Civil Relief Act
- 7. Mortgage Foreclosures Not Complying with the Soldiers' and Sailors' Civil Relief Act
- 8. A Corporation as a Party to Proceedings under the Soldiers' and Sailors' Civil Relief Act
- 9. Massachusetts Business Trusts and the Rule against Perpetuities
- 10. Executor's Power of Sale
- 11. Corporate Transfers
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- 13. Massachusetts Inheritance Tax Liens
- 14. Missing Probates
- 15. Partition by Sale
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- 17. Corporate Tax Liens
- 18. Municipal Liens
- 19. Municipal Lien Certificates
- 20. Levy of Execution by Sale
- 21. Scriveners' Errors
- 22. Municipal Betterments
- 23. Self-Dealing by Trustee
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- 25. Mortgage Discharges
- 26. Limited Partnership Transfers
- 27. Title References and Descriptions
- 28. Release of Right of Redemption after Foreclosure in Respect of a Federal Tax Lien
- 29. Dissolution of Lis Pendens
- 30. Bankruptcy Transfers
- 31. Notice of Pendency of Bankruptcy
- 32. Unadministered Bankruptcy Interests
- 33. Transfers by Trustee(s)
- 34. Powers of Attorney
- 35. Notice of Foreclosure Sale
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- 37. General Partnership Transfers (Previously Recorded Conveyances)
- 38. Attachments of Trust Property
- 39. Exercise of Power of Appointment
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- 42. Signatory Authority for Documents Executed on Behalf of Entity Mortgage Holders & Attorneys in Fact
- 43. Assignments of Lease Reversions
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Title Standards

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- 46. Delayed Recording
- 47. Seizure on Execution
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- 50. Pretermitted Issue
- 51. Transfers Involving the Commonwealth
- 52. Extension of Restrictions
- 53. Indefinite References -Trusts
- 54. Federal Tax Liens (Recorded)
- 55. Massachusetts Tax Liens (Recorded)
- 56. Mortgage Foreclosures after December 31, 1990
- 57. Private Restrictions
- 58. Out of Order Recording of Mortgage Discharges & Assignments
- 59. Limited Liability Company Transfers
- 60. Limited Liability Partnership Transfers
- 61. Massachusetts Estate Tax Liens with Respect to Transfers for Inadequate Consideration
- 62. Mechanic's Lien for Personal Labor Only
- 63. Mechanic's Lien for Contractor's Labor or Labor & Materials
- 64. Mechanic's Lien for Subcontractor's Labor or Labor & Materials
- 65. Undischarged Confirmatory Mortgages and Collateral Assignments of Rent/Leases
- 66. Transfers by Non-Profit Corporations
- 67. Orders in Equitable Proceedings
- 68. Trustee's Certificates Under M.G.L. c. 184, § 35
- 69. Certificates Pursuant to M.G.L. c. 183A, § 6(d)
- 70. Condominiums: First Unit Deed Fails to Include Attached Unit Plan or Includes Defective Unit Plan or Certification
- 71. Evidence of Death of Deceased Joint Owners & Life Tenants
- 72. Mortgage Instruments-Identification of Nominor (MERS)
- 73. Effect of Recorded Complaint to Enforce Mechanic's Lien which has been Dissolved
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- 75. Corporate Transfers after Dissolution
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- 79. Discriminatory Covenants and Restrictions
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- 6. Disputes Arising Under Standards
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- 12. Real Estate Tax Abatements
- 13. Sales of Condominium Units
- 14. Orders of Condition
- 15. Per Diem Interest Charges
- 16. No Interest on Deposits
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- 18. Deposits and Brokers' Commissions
- 19. Home Equity Loan Discharges
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- 21. Rescission Period: Recording of Documents
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- 24. Disposition of Unclaimed IOLTA Funds
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- 29. Discharge or Partial Release of Private Mortgages
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- 1. Affidavit Regarding Power of Attorney
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- 13. Subordination of Lease
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- 15A. Discharge of Mortgage by Mortgage Servicer Under M.G.L. c. 183 § 54c (A) (1)
- 15B. Discharge of Mortgage by Mortgage Servicer, Under M.G.L. c. 183, § 54 c (A) (2)
- 15C. Affidavit of Mortgagor(s) In Support of Discharge of Mortgage Under M.G.L. c. 183, § 54 c (A) (2) (i) (a)
- 15D. Affidavit of subsequent owner(s) of Record in Support of Discharge of Mortgage Under M.G.L. c. 183, § 54 c (A) (2) (i) (b)
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- 16. Declaration of Homestead for Homes Owned by Natural Persons
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- 18. Election of Tenants by the Entirety
- 19. Quitclaim Deed
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- 20A. Schedule of Beneficiaries Nominee Trust
- 20B. Receipt of Schedule of Beneficiaries
- 20C. Nominee Trust Resignation
- 20D. Nominee Trust Appointment of Successor Trustee
- 20E. Certificate of Acceptance by Trustee
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- 20G. Trustee Certificate
- 20H. Certificate and Direction of Beneficiary
- 21. Purchase and Sale Agreement for Mass. Real Estate
- 21A. Condominium Rider to Purchase and Sale Agreement for Massachusetts Real Estate
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Forms

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- 27. Notice of Extension Pursuant to M. G. L. c. 244, § 15
- 28. Buyer's Limited Power of Attorney
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- 31. Request for Discharge (Equity Line of Credit)
- 32. Affidavit M.G.L. c. 65 C, § 14 (a)
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- 34. Release of Declaration of Homestead
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- 40. Payoff Request Letter M.G.L. c. 183, § 54 D
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- 41B. Payoff Transmittal Statement Combined with Notice of Intention to Record Affidavit of Discharge M.G.L. c. 183, § 55 (g) (2)
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- 42. Affidavit to Accompany Recording of Unacknowledged or Incomplete Discharge of Mortgage M.G.L. c. 183, § 54 (b)
- 43A. Demand Letter to Mortgagee, Mortgage Servicer or Off-Record Note Holder for Discharge, Documents Supporting Authority to Discharge, Recording Fees and Damages M.G.L. c. 183, § 54 C (a) (3) (ii) (A) and § 55 (c) (1) and (2)
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- 46E. Notice to Mortgagee of Intention to Record Affidavit of Discharge After Pay-off to Mortgage Servicer or Note Holder M.G.L. c. 183, §55(g)(3)
- 46F. Attorney's Affidavit under M.G.L. c.183, § 5B Certifying to Circumstances of Payoff to Mortgagee, Mortgage Servicer or Note Holder without Objections M. G. L. c. 183, §55(g) (1) (iv)
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- 49. Specimen Petition to Require Action to Try Title under M.G.L. c. 240, §§ 1-5
- 50. Specimen Complaint to Establish Title under M.G.L. c. 240, §§ 6-10
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- 52. Specimen Complaint to Establish Easement Rights
- 53. Specimen Complaint for Slander of Title Tort Seeking Monetary Damages
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- 57A. Affidavit Regarding Note Secured by Mortgage to be Foreclosed (for Mortgages which have been Assigned)
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- 58. Deed of Distribution M.G.L. c. 190B, §3-907 (Adopted October 2012)
- 59A. Written Fee Arrangement: Representation of Seller in a Residential Purchase Transaction
- 59B. Written Fee Arrangement: Representation of Buyer in a Residential Purchase Transaction
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- 60B. Attorney's Affidavit Pursuant to M.G.L. c. 183, § 5b In Support of M.G.L. c. 183, § 54C (a) (2) Discharge by Note Holder
- 61A. Affidavit of Mortgagor Pursuant to M.G.L. c. 183, § 5b in Support of M.G.L. c. 183, § 54C (a) (3) (i) (A) Discharge by Mortgage Servicer or Note Holder That is Not the Mortgage Holder of Record
- 61B. Affidavit of Owner of Record Pursuant to M.G.L. c. 183, § 5b in Support of M.G.L. c. 183, § 54C (a) (3) (i) (B) Discharge by Mortgage Servicer or Note Holder That is Not the Mortgage Holder of Record
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- 61D. Demand Letter to Mortgagee and Mortgage Servicer or Note Holder for Discharge and Notice of Intention to Record Affidavit of Discharge Pursuant to M.G.L. c. 183, § 54C (a) (3) (ii) (B)
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- 62C. Notice of Intention to Record Affidavit of Discharge Pursuant to M.G.L. c.183, §\$55(g)(2) & 55(g)(3) Guide for the Use of REBA Forms 60A through 62C
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- 64. Termination of Homestead by Statement Made in a Deed
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Note: The REBA Handbook of Standards & Forms was last updated on May 1, 2023.