

State of Minnesota Administrative Recording Requirements:

Marital State: No

Trust State: Yes

Mortgage State: No

BASIC REQUIREMENTS:

Paper:

- 8 ½" by 11" accepted
- 8 ½" by 14" accepted (maximum accepted)
- One-sided only

Non-standard fee:

- Accepted - \$10 (margins)

Margins:

- First page: 3" Top; ½" other sides
- Other pages: ½"

Print:

- Black ink
- 10 point font minimum

Preparer Info:

- "Drafted by ..." statement must appear
- Name, address, and signature

Vesting:

- No unique requirements

Marital Status:

- Required

APN/PID Number:

- Required, front page

Witnesses:

- None required

Printed names:

- Required below all signatures

This information is intended as a general guideline for administrative purposes only and is not intended as an interpretation of the laws set forth by any state. Recording Requirements are subject to change at any time without notice. Always verify requirements and fees with the appropriate recording office.
As of May 5, 2017

Legal:

- Include state, county, and municipality in 1st paragraph
- Must accompany all instruments

Notary:

- Date of Acknowledgement
- Expiration Date of Notary
- Stamp or seal

FORM REQUIREMENTS:

Deeds:

- Form PE-20 – Certificate of Real Estate Value
- Legal description
- Previous recorded information required

Lost Affidavit:

- Acceptable

Death certificate:

- No affidavit required

Power of attorney:

- Original only (copies not accepted)
- Legal description

COMMON REJECTION REASONS:

- Legal description missing/inadequate
- Marital status not listed
- Notary stamp/seal missing
- Margins incorrect