

**TO: MICHELLE ASHE, SHERBURNE COUNTY REGISTRAR OF TITLES**

**FROM: DAVID J. MEYERS, SHERBURNE COUNTY EXAMINER OF TITLES**

**Re:**  **Directive**  
 **Certification**  
**Certificate of Title No. CRT No**

**<<OPTION NO. 1 – ROAD VACATION>>**

This is an Examiner's Directive to you pursuant to Minn. Stat. §508.73, Subd. 2. Upon the filing of a certified copy of a Resolution by the name of municipality, Minnesota vacating the name of alley or road that lies direction to Lots lot # and lot #, Block block #, plat name, you are directed to add to the legal description in Certificate of Title No. CRT No :

add legal description.

Upon presentation to you of an original of this Directive and a certified copy of the Resolution of name of municipality, Minnesota vacating the alley, together with payment of all appropriate fees and costs, and presentation of any other documents required by you, you should include in the legal description the portion of the vacated name of alley or road described above.

Until otherwise directed by the District Court or the Examiner, the Memorials of the Resolution and this Directive should be carried forward on all future Certificates of Title.>>

**<<OPTION NO. 2 – EXAMINER'S DELETION>>**

The Registrar of Titles, pursuant to Minn. Stat. §§508.71, Subd. 3 and 541.03, is hereby authorized and directed to delete from future certificates of title issued for the land described in Certificate of Title No. CRT No, the memorial(s) of Document No. doc #.>>

**<<OPTION NO. 3 – CONDEMNATION>>**

Pursuant to Minnesota Statutes Section 508.73, Subd. 1, I certify that the foregoing Final Certificate/certified copy of Court Order in Case No. court file number, to which this certification is attached, is legally sufficient for the issuance of a new Certificate of Title for [the land described in Certificate of Title No. CRT No ] [the land in Certificate of Title No. CRT No described as follows: . . .] in favor of name, [subject to . . .] [but free from . . .] and free from the memorial of the foregoing Final Certificate/Court Order [and for the issuance of a Residue Certificate of Title in favor of the present registered owner(s) for land described as follows: description of property, free from the memorial(s) of Document No. doc # and free from the memorial of the foregoing Final Certificate/Court Order.>>

**<<OPTION NO. 4 – CERTIFICATION>>**

I have examined the following documents:

1. Certificate of Title No. CRT No, with the last Memorial being doc #; and

2. document name.

I hereby approve and certify these documents for registration upon Certificate of Title No. CRT No.>>

**<<OPTION NO. 5 – RELIGIOUS CORPORATION>>**

This is a certification to you that the attached Deed, together with other document names are sufficient to transfer the real property described in Certificate of Title No. CRT No. This certification is based on the representation that name of church is a religious corporation and incorporated under Minn. Stat. § 317A.

You may attach this Directive to any of these easements for recording; or you may record this separately.

**<<OPTION NO. 6 – CIC DECLARATION AND PLAT>>**

Pursuant to Minn. Stat. § 508.351, Subd. 1, the Examiner of Titles finds that:

- A. A Declaration creating CIC No. CIC #, address Condominium, was executed by name, husband and wife, on date.
- B. A CIC Plat has been prepared for filing as part of the Declaration; that the CIC Plat complies with the requirements of Minn. Stat. Chap. 515B and has been prepared on sheets of suitable mylar in accordance with the general requirements of Minn. Stat. § 505.08 as to plats; and that said CIC Plat contains the certifications required by Minn. Stat. §§ 515B.2-101(c) and 2-110(b).
- C. That said CIC Plat shows that the buildings are located entirely within the boundary lines of the land described in the Declaration.
- D. That address Condominium Association, a Minnesota non-profit corporation has been formed for the purpose of acting as an association for the unit owners the CIC.
- E. That bank name, the holder of a mortgage on the premises, has not consented to the Declaration.

Therefore, the Registrar of Titles is directed as follows:

1. To record this Directive as a memorial on Certificate of Title No. CRT No and receive for registration as a memorial on said Certificate of Title the Declaration for CIC No. CIC # dated date, together with the CIC Plat which is a part of the Declaration, and show by memorial on said Certificate of Title that the Declaration complies with the requirements of Minn. Stat., Chap. 515B.

2. To issue a CECT for CIC No. CIC # pursuant to Minn. Stat. § 508.351, Subd. 2, containing the following recital(s):
3. <Describe recitals which affect the Common Elements. Eg., “Subject to a reservation of minerals and mineral rights, as to the Common Elements embraced within (describe underlying land).

Eg., “Subject to an easement in favor of Northern States Power Company as described in Doc. No. 123456.”>

and containing memorials of the following documents:

- (a) the Declaration, the memorial of which shall state: “Subject to the provisions, restrictions and easements contained in the Declaration and to the provisions of the Minnesota Common Interest Ownership Act, Minn. Stat. Chap. 515B and acts amendatory thereof.”
  - (b) Document No. doc # [Identify memorials of easements, etc. that affect the common elements. NOTE: the memorial of a mortgage should not be entered on the CECT.]
4. To issue future Certificates of Title for units in CIC No. CIC #, in the following form:

“Unit No. \_\_\_\_, CIC No. CIC #, address Condominium, a condominium located in the County of county.

Subject to encumbrances, liens, and interests noted on CECT No. CECT #.

Subject to the provisions of the Minnesota Common Interest Ownership Act, Minnesota Statutes Chapter 515B, and acts amendatory thereof.”

5. To omit from future Certificates of Title for Units in CIC. No. CIC # the recitals and memorials in paragraph 2, above; and omit the memorial of this Directive.>>

#### <<OPTION NO. 7 – SUPPLEMENTAL CIC DECLARATION & PLAT>>

Pursuant to Minn. Stat. § 508.351, Subd. 1, the Examiner of Titles finds that:

- A. A Supplemental Declaration entitled Supplemental Declaration, adding additional land to CIC No. CIC # was executed by name, a Minnesota corporation on date.
- B. A CIC Plat has been prepared for filing as part of the Supplemental Declaration; that the CIC Plat complies with the requirements of Minn. Stat. Chap. 515B and has been prepared on sheets of suitable mylar in accordance with the general

requirements of Minn. Stat. § 505.08 as to plats; and that said CIC Plat contains the certifications required by Minn. Stat. §§ 515B.2-101(a) and 2-110(b).

- C. That said CIC Plat shows that the buildings are located entirely within the boundary lines of the land described in the Supplemental Declaration.
- D. That the Declarant had reserved the right to add said land to the CIC in Declaration Doc. No. doc #.
- E. That bank the holder of a mortgage on the premises, have not consented to the Declaration. [OR] That there are no mortgages of record.
- F. That the period of Declarant control has not terminated.

Therefore, the Registrar of Titles is directed as follows:

1. To record this Directive as a memorial on Certificate of Title No. CRT No, CPT No. CPT # and receive for registration as a memorial on said Certificate of Title the Supplemental Declaration for CIC No. CIC # dated date, together with the CIC Plat which is a part of the Supplemental Declaration, and show by memorial on said Certificate of Title that the Supplemental Declaration complies with the requirements of Minn. Stat., Chap. 515B.

2. To add to CECT No. CECT # the following recital(s):

[Describe recitals which affect the Common Elements. Eg., "Subject to a reservation of minerals and mineral rights, as to the Common Elements embraced within (describe underlying land).

Eg., "Subject to an easement in favor of Northern States Power Company as described in Doc. No. 123456."]

and memorials of the following documents:

- (a) the Supplemental Declaration, the memorial of which shall state: "Amends Declaration Doc. No. doc #."
- (b) Document No. doc # [Identify memorials of easements, etc. that affect the common elements. NOTE: the memorial of an existing mortgage should not be entered on the CECT.]

3. To issue future Certificates of Title for Units identified in the Supplemental Declaration in CIC No. CIC #, in the following form:

"Unit No. \_\_\_\_\_, CIC No. CIC #, a condominium located in the County of county.

Subject to encumbrances, liens, and interests noted on CECT No. CECT #.

Subject to the provisions of the Minnesota Common Interest Ownership Act, Minnesota Statutes Chapter 515B, and acts amendatory thereof.”

4. To omit from future Certificates of Title for said Units in CIC. No. CIC # the recitals and memorials in paragraph 2, above; and omit the memorial of this Directive.>>

Dated: <>

Sherburne County, Examiner of Titles

By \_\_\_\_\_

David J. Meyers  
Examiner of Titles