

Documents Requiring Examiner Approval

This list applies to Ramsey County only. Requirements in other counties may vary. A good rule of thumb is that most fiduciary conveyances need approval.

Documents to be recorded in Torrens that first require Examiner approval:

Voluntary transfers:

- Bankruptcy Trustee
- Community Land Trust
- Conservator
- Custodian of an IRA
- Deed from any unit of government following criminal forfeiture, tax forfeiture or condemnation
- Deed in Fulfillment of Contract for Deed given by PR or Trustee
- Guardian
- Personal Representative
- Receiver
- Religious corporation
- Special Administrator
- Trustee of a trust (except 'corporate trust' – see below)

Court-ordered transfers:

- Bankruptcy lien strip order
- Execution sale on judgment lien
- Judgment and Decree or SREDJ divesting ex-spouse without Quit Claim Deed
- Mechanic's Lien foreclosure
- Mortgage Foreclosure by Action
- Probate Decrees of Descent or Distribution
- Quick Take Condemnation order
- Street Vacation

Memorials that need approval:

- Declaration or bylaws for common interest community
- Claim of Unregistered Interest
- Application for Initial Registration Application for
- Certificate of Possessory Title

What supporting documents are needed for Examiner Approval?

See the White Pages to the Title Standards. Summary of common deeds:

Deed by Trustee of a Trust: Certificate of Trust, Affidavit of Trustee, Trustee's Deed. The names and date in Paragraph 3 of the Affidavit of Trustee must match the Trustee's Deed.

Exception: a deed given by the trustee of a corporate trust which prominently includes this language: **“Grantor is a corporate trust as defined in Minn. Stat. 501C.0102”** is exempt from Examiner approval, does not need Certificate of Trust/Affidavit of Trustee.

Deed from Probate:

Sale, Testate: Will, Statement/Order Admitting Will to Probate, Letters Sale,

Intestate: Letters

Distribution, Testate: Will, Statement/Order Admitting Will, Letters, MA* Distribution,

Intestate: Letters, MA*

*Affidavit of Mailing and Notice to Commissioner; or Consent to Distribution

Summary Proceedings: Order

Special Administrator: Order Appointing, Letters

Deed by Guardian or Conservator: Order Directing Sale, Order Confirming Sale, Letters of Guardianship/Conservatorship

Deed from Receiver: Order appointing, Order Directing Sale, Order Confirming Sale

Deed following Mechanic’s Lien foreclosure: Order for Judgment, Order Directing Sale, Order Confirming Sale, Sheriff’s Certificate of Sale

Deed after Execution Sale on Judgment: Order for Judgment, Order Directing Sale, Order Confirming Sale. Note: additional requirements for Homestead, ask Examiner of Titles

Deed from Bankruptcy Trustee: Too complex to summarize, ask Examiner of Titles.

NOTE: The Examiner of Titles may require additional documents in unusual situations.