

# EXAMINER OF TITLES

## DAKOTA COUNTY - MINNESOTA

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Correct individual's name on certificate of title

Minn. Stat. §508.71, Subd. 3—Directive by examiner

To request correction of the name of a registered owner, spouse of a registered owner, and/or mortgagor submit:

- an affidavit made by the person whose legal name has been shown incorrectly, or someone with firsthand knowledge of the person's name;
- documentary evidence of the correct legal name, such as a copy of a driver's license or passport, name change order, birth certificate, or marriage certificate.

If the name on the Certificate of Title was correct at the time the document was signed, but the name was later changed by court order or marriage, a directive is not needed. File a certified copy of the court order or marriage license with the Registrar of Titles instead.

A sample form of an affidavit is attached to these instructions and should be modified to fit the specific circumstances. For example, if the person requesting correction of their name signed a mortgage using the incorrect name, the affidavit should go into detail about why the affiant signed the mortgage using their incorrect name.

Include the submitter's contact information with the request. Directives to correct a name are typically ready in 5 – 10 business days. The examiner of titles office will contact the submitter when the directive is ready.

There is a \$200 fee for issuing an examiner's directive. Recording fees are additional.

### **Submitting Your Request for a Directive**

Your request should be submitted in writing with your affidavit, check in the amount of \$200 made payable to "Dakota County Examiner of Titles," and your contact information to **Property Records, Attn: Examiner of Titles, 1590 Highway 55, Hastings, MN 55033**. If you would like your completed Directive and Affidavit forwarded to the Registrar for recording please include a separate check payable to "Dakota County Registrar of Titles" in the amount of \$46.00 along with the request to have the document recorded and instructions for how you would like the document returned to you (mail or pick up). If you would like the Directive returned UPS or FedEx you must include the label and envelope.