



Property Watch Frequently Asked Questions

Users can choose if they would like to monitor a name, legal description, or both. Keep in mind, Property Watch will only monitor for the details provided. The fewer details, the broader the search. As such, users that provide minimal information may receive several notifications that relate to the criteria provided. These notifications may not necessarily pertain to their property, but to other properties that match that criterion.

For example, if a user entered the name "Smith," and did not enter their property description, they would receive Property Watch notifications for every new document submitted for recording that includes the word "Smith" as a grantor or grantee across Dakota County.

Alternatively, users can enter their full name and legal description to only receive alerts that match all these criteria exactly. For example, if a user entered the name "Reginald Smith" and "Lot 1, Block 6, Pleasant Hill Addition," the only alerts that would be generated would be for documents with both that exact name and exact property legal description. This may help to prevent some irrelevant notifications. However, users could also miss some important alerts if some of the details do not match exactly.

Can I enter more than one name at a time?

No. You must make separate subscription entries for each individual name (personal or business). For a married couple or for those persons who share the same last name, you must make individual subscription entries for each person.

My first name is often spelled many ways. How should I enter it?

It is highly recommended that you enter only the first letter of your first name in the First Name field. For example, with a name such as Steve, Stephen, or Steven, you may wish to enter the letter "S" in the first name field. Or you may wish to enter the first few letters of your first name to limit the number of first name matches. For example, if the letters "St" are entered, a name match may result for the names Steven, Stan, Stacy, Sterling, etc.

My last name, business name, or trust name is spelled differently on occasion. How should I enter it?

To illustrate, let's use the last name "Van Buren" as our example. This name may at times be spelled with a space in it ("Van Buren") and at other times with no space ("VanBuren"). For cases like this, it is highly

recommended that you make two separate subscription entries with both name variations. For Property Watch to work as intended, and for notification alerts to be sent, the last name spelling, or business name spelling of the subscription name must match exactly.

My last name is very common. Will I receive notification alerts that could possibly belong to someone else?

It is very possible to receive an alert that may actually pertain to another individual with the same last name (and first name) as you. Again, make sure you enter the last name spelling exactly.

My name is John Smith Junior (Jr.). How would I enter that into the subscription form?

Do not enter the suffix of your name (Jr., Sr., etc.) while entering your name into the subscription form. Only enter your first name information into the First Name field and your last name information into the Last Name field. The same advice applies with middle names; DO NOT enter a middle name (or middle initial) into the First or Last Name fields.

I own a business. How should I enter my business name?

Business names should be entered exactly as the business name is spelled; "ACME Printing Company", "Smith & Smith", "XYZ Business Corporation". There may be times, however, that these names may be indexed differently. For example, "XYZ Business Corporation" could possibly be indexed as "XYZ Business Corp". In this situation the name match would occur only if you entered "XYZ Business Corp". Therefore, if your business name could contain variations similar to this, we highly recommend that you make an additional subscription entry with that variation.

My property is part of a Trust. How should I enter my trust name?

Trust names should be entered exactly as the trust name is spelled; "JOHN SMITH REVOCABLE TRUST", "JOHN H SMITH REVOCABLE TRUST", "JOHN SMITH LIVING TRUST". There may be times, however, these names may be indexed differently. For example, "JOHN H SMITH TRUST UNDER AGREEMENT DATED 01/04/2020" could possibly be indexed as "JOHN H SMITH TRUST". In this situation the name match would occur only if you entered "JOHN H SMITH TRUST". Therefore, if your trust name could contain variations similar to this, we highly recommend that you make an additional subscription entry with that variation.

What if my name or my email address changes? How do I update my subscription with this new information?

You may subscribe again using your new name or email address.