

# EXAMINER OF TITLES

## DAKOTA COUNTY - MINNESOTA

Correct individual's name on certificate of title Minn. Stat.

§508.71, Subd. 3—Directive by examiner

If you need to fix the name of a registered owner, the owner's spouse, or a mortgagor, you must send in the following:

1. An affidavit
  - This is a written statement explaining that the name on the record is wrong.
  - It can be written by the person whose name is incorrect, or by someone who knows the correct name.
2. Proof of the correct legal name. Examples include:
  - Driver's license
  - Passport
  - Birth certificate
  - Marriage certificate
  - Court order for a name change

If the name on the Certificate of Title was correct when it was signed, but the person later changed their name (for example, through marriage or a court order), you do **not** need a directive. Instead, send a certified copy of the marriage license or court order to the Registrar of Titles.

A sample affidavit form is included with the instructions. You should change it to fit your situation. For example, if someone signed a mortgage using the wrong name, the affidavit should explain why they used that incorrect name.

Be sure to include your contact information. Name-correction directives usually take **5–10 business days**. The Examiner of Titles office will contact you 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

Send a written request that includes:

- Your affidavit
- A check for **\$200** made out to "**Dakota County Examiner of Titles**"
- Your contact information

Mail everything to:

Property Records Attn: Examiner of Titles 1590 Highway 55 Hastings, MN 55033

If you want the completed Directive and Affidavit sent to the Registrar for recording, include:

- A separate check for \$46.00 made out to "Dakota County Registrar of Titles"
- Instructions on whether you want the recorded document mailed back to you or held for pickup
- A UPS or FedEx label and envelope if you want it returned that way