

# RecordEASE Web User Guide 8.0 – Table of Contents

---

- RECORDEASE WEB ACCESS.....1**
- ACCESS AND LOGIN .....1**
- MONITORING CURRENT SESSION AND PAST FEES .....2**
- SEARCHING RECORDS .....2**
- LEGAL SEARCH-PLATTED .....4**
  - PLAT NAME..... 4
  - LOTS AND BLOCKS ..... 6
    - Additional Information for the Search Results Screen ..... 9*
  - OUTLOT..... 11
  - PLAT MAP ..... 12
  - TRACT PAGE..... 13
  - TRACT CARD..... 14
- LEGAL SEARCH-UNPLATTED .....16**
  - SECTION/TOWNSHIP/RANGE ..... 16
  - GOVERNMENT LOT ..... 18
  - FRACTIONAL SEARCH..... 19
  - TRACT PAGE..... 20
  - TRACT CARD..... 20
- LEGAL SEARCH-CONDOMINIUM .....22**
  - CONDOMINIUM NAME..... 22
  - UNIT/BUILDING NUMBER ..... 24
  - CONDO MAP ..... 25
  - TRACT PAGE..... 25
  - TRACT CARD..... 26
- NAMES SEARCH .....27**
  - GRANTOR AND/OR GRANTEE ..... 27
  - EXACT, SOUNDEx AND ALIAS SEARCH ..... 28
  - EXAMPLES OF NAME SEARCHES..... 28
    - “Exact” Name Search ..... 28*
    - “SoundEx” Search..... 29*
    - Wildcard (%) Search ..... 30*
- DOCUMENT INFORMATION .....31**
  - DATE SEARCH ..... 31
  - DOCUMENT GROUP SEARCH ..... 32
  - DOCUMENT NAME SEARCH ..... 32
  - DOCUMENT NUMBER SEARCH..... 33
  - DOCUMENTS RELATED TO DOC#..... 33
  - BOOK TYPE ..... 34
  - TAX ID/PID ..... 35
  - SEARCH BY ADDRESS ..... 36
  - REMARKS/NOTES ..... 37
- APPENDIX A – DOCUMENT GROUPS AND NAMES .....38**

# RecordEASE – Web User Guide 8.0

## RECORDEASE WEB ACCESS

RecordEASE Web provides fast, 24x7 online access to records maintained by the county (there may be occasional down time for server maintenance). This online resource consists of legal documents primarily related to real estate, such as mortgages, deeds, easements, liens and plats (plat viewing is not available in all counties).

## ACCESS AND LOGIN

To begin using RecordEASE Web, enter the URL provided by the county into the web browser. The login screen below will then be presented (additional information outside of the login fields will vary by county):

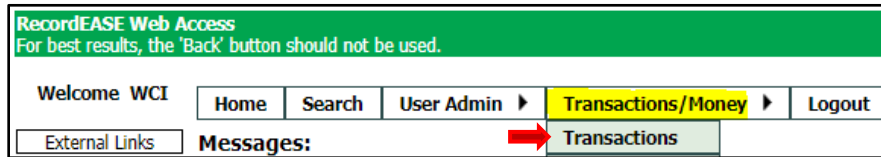
The screenshot shows the RecordEASE Web Access login page. At the top, a green banner reads "RecordEASE Web Access" and "For best results, the 'Back' button should not be used." Below this, it says "Welcome - Please Login". The login form includes fields for "UserName:" and "Password:", followed by a "Login" button. A callout box points to these fields with the text: "Enter the User Name and Password supplied by the county, then click on 'Login.'" Below the login form, there is a link for "New Credit Card Customer". Further down, there are links for "Daily escrow users click here to print a Web Agreement" and "Daily escrow users click here for Web Info Sheet". At the bottom, it displays "Index Begin Date: 05/30/1996" and "Image Begin Date: 01/05/1887". A callout box on the left side of the page says: "County-generated notifications and general information."

## HOME SCREEN:

The screenshot shows the RecordEASE Web Home screen. At the top, a green banner reads "For best results, the 'Back' button should not be used." Below this, there are navigation buttons for "Home", "Search", "Transactions/Money", and "Logout". On the left side, there are three boxes: "External Links" with a link to "RecordEASE - Web User Guide", "Docs Procd Thru" with "Abstract: 10/8/2018", and "Docs Ver Thru" with "Abstract: 10/10/2018". A callout box points to the "External Links" box with the text: "Links to reference documents." In the center, there is a "Messages:" section with two entries: "- Docs Processed Through Abstract: 10/8/2018" and "Docs Verified Through Abstract: 10/10/2018". Two callout boxes point to these messages with the text: "Dates that documents are processed through." and "Dates that documents are verified through. NOTE: Not all counties provide this information."

## MONITORING CURRENT SESSION AND PAST FEES

Hover the mouse over “Transactions/Money” and select “Transactions.” **NOTE:** The Transactions menu option is automatically available to all users.



The “Session Transaction Fees” section will automatically expand. This will show all transactions for the user’s current login session. The search detail will refresh and populate in the “Criteria” field at set intervals determined by the county.

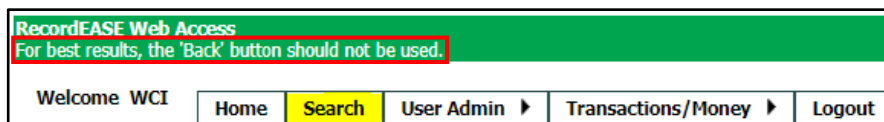
User	Customer	Transaction	Criteria	Fee	Date
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: 793027 - Page(s): 1,7,8	\$4.00	11/14/2019
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: P000086 - Page(s): 1	\$2.00	11/14/2019

Click on the “User Transaction Fees” heading to expand the view. This will show all transactions for the user’s current session and the past 60 days (these are rolling days and not calendar months).

User	Customer	Transaction	Criteria	Fee	Date
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: 793027 - Page(s): 1,7,8	\$4.00	11/14/2019
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: P000086 - Page(s): 1	\$2.00	11/14/2019
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: 484065 - Page(s): 1,6,9	\$4.00	11/14/2019
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: 473612 - Page(s): 1,2,3	\$4.00	11/14/2019
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: P000545 - Page(s): 1	\$2.00	11/14/2019
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: 410602 - Page(s): 1	\$2.00	11/14/2019
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: P000077 - Page(s): 1	\$2.00	11/1/2019
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: P000182 - Page(s): 1	\$2.00	11/1/2019
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: 797317 - Page(s): 1,2	\$3.00	11/1/2019
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: 797317 - Page(s): 1,2	\$3.00	11/1/2019
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: 768548 - Page(s): 1,2	\$3.00	10/28/2019
WCI1	ONEIDA CO REGISTER OF DEEDS	DOWNLOAD PAGES	Doc Num: 789679 - Page(s): 1,2,3,4,5	\$6.00	10/15/2019

## SEARCHING RECORDS

Click on “Search” to open the **Search** screen. Also note that when using the system, the “Back” button/arrow in the Web Browser should not be used.



The **Search** screen is broken down into three sections: **Legal**, **Names**, and **Document Information**. Searches can be conducted by using any one or combination of the three. **NOTE: This screen will vary by county. For example, not all counties will have a “Plat Map” button or the ability to search by Tax Address.**

Searches can be further refined by **Only Documents that Transfer Title** and/or **Return Count Limit** (the default is 1000 but can vary by county). **NOTE: The “Only Documents that Transfer Title” feature will only include those documents that have been recorded in the RecordEASE system and have been designated as “Transfer Title” type documents.**

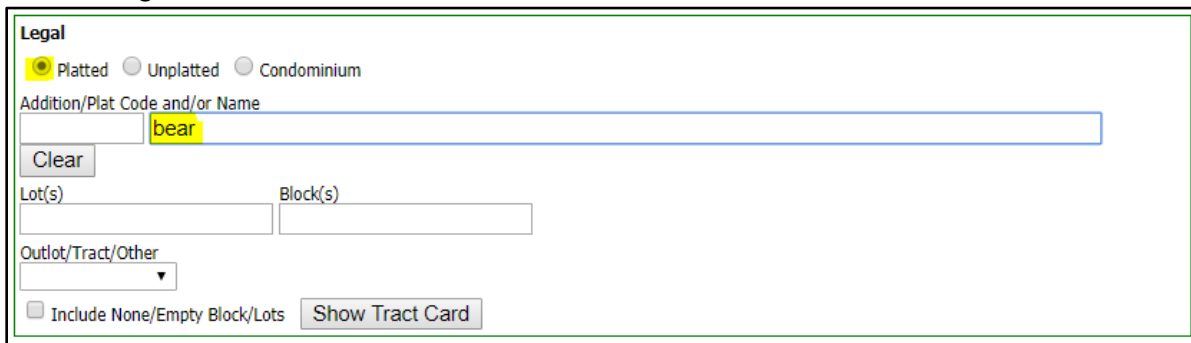
As searches are conducted, there will be links added in the “Past Searches” column. The standard number of past searches that are available is 20, but this can vary by county. Hovering the mouse over a link will show details of the search. Clicking on a link will present the search results again. This column is cleared when the user logs out or the system times out from inactivity (timeout varies by county).

# LEGAL SEARCH-PLATTED

## Plat Name

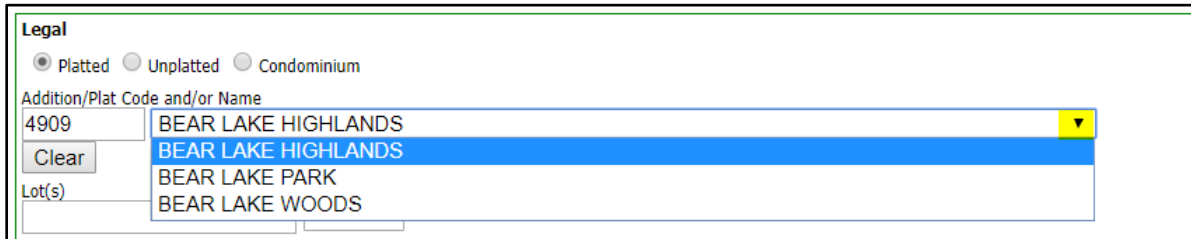
Select the “Platted” radio button and enter the plat code in the “Addition/Plat Code” field or plat name in the “Name” field and press the “Enter” or “Tab” key. If the exact name is not known, enter a descriptive portion of the name (at least three characters or numbers, upper or lower case). The system will populate with the closest match and create a dropdown list if there is more than one match. **NOTE:** *Be aware that plat name results can vary depending on how the name was entered into the system. The plat could contain an abbreviation instead of a full spelling (**St** instead of **Saint**) and addition numbers could be in numerical format instead of character (**1<sup>st</sup>** instead of **First**). Some plat names may also contain special punctuation such as apostrophes and/or periods.*

Type in part of the plat name and press “Enter” or “Tab.” The system will automatically create a dropdown list of plats containing that name.



The screenshot shows a web form titled "Legal". At the top, there are three radio buttons: "Platted" (which is selected), "Unplatted", and "Condominium". Below this is a text input field labeled "Addition/Plat Code and/or Name" containing the text "bear". To the left of this field is a "Clear" button. Below the search field are two more input fields: "Lot(s)" and "Block(s)". Below those is a dropdown menu labeled "Outlot/Tract/Other". At the bottom left is a checkbox labeled "Include None/Empty Block/Lots" and at the bottom right is a button labeled "Show Tract Card".

Click on the down arrow and select the desired plat name.



This screenshot shows the same "Legal" form as above, but the search field now contains "4909" and a dropdown menu is open. The dropdown menu lists four options: "BEAR LAKE HIGHLANDS", "BEAR LAKE HIGHLANDS", "BEAR LAKE PARK", and "BEAR LAKE WOODS". The first "BEAR LAKE HIGHLANDS" option is highlighted in blue. A yellow arrow button is visible on the right side of the dropdown menu.

**-OR-**

Type in the plat number and press “Enter” or “Tab.” The plat name will then populate the “Name” field.

The screenshot shows a form titled "Legal" with several input fields. The "Addition/Plat Code and/or Name" field contains the text "4909". Below this field is a "Clear" button. There are also fields for "Lot(s)" and "Block(s)", a dropdown for "Outlot/Tract/Other", and a checkbox for "Include None/Empty Block/Lots" next to a "Show Tract Card" button. Radio buttons for "Platted", "Unplatted", and "Condominium" are at the top.



The exact plat name does not need to be entered. In the example below, the word “lake” is being entered and all plat names containing “lake” are displayed in the dropdown menu.

This screenshot shows the same "Legal" form, but the "Addition/Plat Code and/or Name" field now contains the text "lake". A red arrow points downwards from this field towards the next screenshot.

This screenshot shows the "Legal" form with a dropdown menu open. The dropdown menu lists various plat names, all of which contain the word "lake". The first two items, "BASS LAKE SHORES", are highlighted in blue. The list includes: BASS LAKE SHORES, BEAR LAKE HIGHLANDS, BEAR LAKE PARK, BEAR LAKE WOODS, BEAVER HILLS ADDN TO LAKES IN THE WOODS, BLUE LAKE, BLUE LAKE ADDN TO LAKES IN THE WOODS, BLUE LAKE COVE, BLUE LAKE ISLAND, BOBCAT LAKE ADDN TO LAKES IN THE WOODS, BOLGER LAKE SHORES, BOOM LAKE ADDITION, BORGES LOTS ON DEER & VIRGIN LAKE, CAMPBELLS SUB OF BLOCK 1 VILLAGE OF THREE LAKES, CAMPBELLS SUB OF LOT 3 BLOCKS 4&9 VILLAGE OF THREE LAKES, CHICAGO POINT PELICAN LAKE, CLEARWATER LAKE CEMETERY, CONRAD DIETZ REPLAT BLK 4 REMOS 1ST ADDN &BLKS 5-9 LAKE VIEW, CRESCENT LAKE, and CROSBY SUBDIVISION ON BIRCH LAKE. The form also shows the "Platted" radio button selected and the "Addition/Plat Code and/or Name" field containing "302".

## Lots and Blocks

Enter a single lot number, range (1-5), multiple (1,3,5) or combination (1-2,5). Leave this field blank if an entire block needs to be searched.

The screenshot shows a search form titled "Legal". It has three radio buttons: "Platted" (selected), "Unplatted", and "Condominium". Below these are two input fields for "Addition/Plat Code and/or Name": "164" and "BOOM LAKE ADDITION". A "Clear" button is below these fields. The "Lot(s)" field contains "1-2,5" and the "Block(s)" dropdown menu is open, showing "ALL", "1", and "2". Below the dropdown is an "Outlot/Tract/Other" dropdown menu. At the bottom, there is a checkbox for "Include None/Empty Block/Lots" and a "Show Tract Card" button.

The dropdown list for “Block(s)” will automatically populate with the block numbers associated with the plat. In this example, “2” will be selected. If a block is not selected, the system will return the following error message: **“You must select a block, None, or All from the block drop down.”** Other criteria can also be added to the search such as document group/name, date range, grantor/grantee name, etc.

This screenshot is similar to the previous one, but the "Block(s)" dropdown menu is now closed and "2" is selected. A red arrow points to the "2" option in the dropdown menu.

**NOTE:** The “Include None/Empty Block/Lots” box can be checked to include the block of “None” in addition to the block number selected (if there is a block of “None”).

A close-up of the checkbox labeled "Include None/Empty Block/Lots". The checkbox is currently unchecked.

Click on “Search” in the upper or lower part of the screen. The “Clear All” button will clear all current entries in all search fields and will reset to the default of “Platted” for the type of legal search. The “Clear” button will clear search criteria only in the **Legal** section.

A close-up of the "Search" and "Clear All" buttons. The "Search" button is highlighted in yellow.

A close-up of the "Legal" search form showing the "Clear" button highlighted in yellow.

The search results will be listed in numerical order (this is the default). The data can be sorted by clicking on any of the column headers. Some counties will have a “Plat Map” button (**not all counties have plat images available**). **NOTE:** The system will return up to 1,000 results (this number can vary by county). If there are more than 1,000 results, the following message will appear and the search criteria will need to be modified: **Results Returned: 1000+.**

Back to Search Page

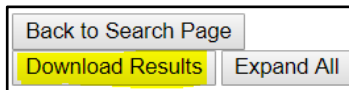
Download Results Expand All

Double-click an item to view the detail, or click on "View Image" to view the image.

Results Returned: 26

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)	Legal(s)
1	<a href="#">View Image</a>	508991	Volume 950/Pg 702	10/15/1999 10:10:00 AM		TERM DECEDENTS PROP INT	202332/IMG	CASKEY, CHESTER G	CASKEY, CAROL ANN	BOOM LAKE ADDITION - Block: 2 - Lot(s) 5
2	<a href="#">View Image</a>	526663	Volume 1005/Pg 759	1/3/2001 10:22:00 AM		WARRANTY DEED		KRAMP, ROGER W KRAMP, BETH A	POTTS, ROBERT S JR POTTS, CAMILLE J	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
3	<a href="#">View Image</a>	526664	Volume 1005/Pg 760	1/3/2001 10:22:00 AM		MORTGAGE	604621/SM	POTTS, CAMILLE J POTTS, ROBERT S JR	USAA FEDERAL SAVINGS BK	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
4	<a href="#">View Image</a>	527378	Volume 1008/Pg 664	1/22/2001 1:49:00 PM		MORTGAGE (SATISFACTION)	405132/MTG	WHEDA	KRAMP, ROGER W KRAMP, BETH A	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
5	<a href="#">View Image</a>	603547		8/25/2004 1:29:00 PM		WARRANTY DEED		POTTS, ROBERT S JR POTTS, CAMILLE J	RING, MARK DOUGLAS RING, LORI ANN	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
6	<a href="#">View Image</a>	603548		8/25/2004 1:29:00 PM		MORTGAGE	605286/SM	RING, MARK DOUGLAS RING, LORI ANN	PEOPLES STATE BANK	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1

The “Download Results” button gives the option of printing and/or saving the results (PDF format). The “Export to Excel” button, if visible, allows the results to be exported to Excel.



getfile.aspx - Google Chrome

https://propertyrecords.co.oneida.wi.us/WEB/getfile.aspx

getfile.aspx 1 / 2

Rotate page

Download/Save as a PDF

Print

#	Land Type	Document Number	Recorded Date/Time	Transfers Title?	Document Name	Reference Docs	Grantor(s)	Grantee(s)	Legal(s)
1	A	508991	10/15/1999 10:10:00 AM		TERM DECEDENTS PROP INT	A202332/IMG	CASKEY, CHESTER G	CASKEY, CAROL ANN	BOOM LAKE ADDITION - Block: 2 - Lot(s) 5
2	A	526663	1/3/2001 10:22:00 AM		WARRANTY DEED		KRAMP, ROGER W KRAMP, BETH A	POTTS, ROBERT S POTTS, CAMILLE J	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
3	A	526664	1/3/2001 10:22:00 AM		MORTGAGE	A604621/SM	POTTS, CAMILLE J POTTS, ROBERT S	USAA FEDERAL SAVINGS BK	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
4	A	527378	1/22/2001 1:49:00 PM		MORTGAGE (SATISFACTION)	A405132/MTG	WHEDA	KRAMP, ROGER W KRAMP, BETH A	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
5	A	603547	8/25/2004 1:29:00 PM		WARRANTY DEED		POTTS, ROBERT S POTTS, CAMILLE J	RING, MARK DOUGLAS RING, LORI ANN	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
6	A	603548	8/25/2004 1:29:00 PM		MORTGAGE	A605286/SM	RING, MARK DOUGLAS RING, LORI ANN	PEOPLES STATE BANK	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
7	A	604621	9/15/2004 1:22:00 PM		MORTGAGE (SATISFACTION)	A526664/MTG	USAA FEDERAL SAVINGS BK	POTTS, CAMILLE J POTTS, ROBERT S	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
8	A	605286	8/29/2004 2:14:00 PM		MORTGAGE (SATISFACTION)	A603548/MTG	PEOPLES STATE BANK	RING, MARK DOUGLAS RING, LORI ANN	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
9	A	605287	9/29/2004 2:14:00 PM		MORTGAGE	A661526/SM	RING, MARK DOUGLAS RING, LORI ANN	PEOPLES STATE BANK	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
10	A	605900	10/12/2004 12:32:00 PM		MORTGAGE	A662760/SA A661528/SA A715253/SA A789909/SM	RING, MARK DOUGLAS RING, LORI ANN	PEOPLES STATE BANK	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
11	A	661526	4/4/2008 1:12:09 PM		MORTGAGE (SATISFACTION)	A605287/MTG	PEOPLES COMMUNITY BANK	RING, MARK D RING, LORI A	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
12	A	661527	4/4/2008 1:15:29 PM		MORTGAGE	A715251/SM	RING, MARK D RING, LORI A	PEOPLES COMMUNITY BANK	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
13	A	661528	4/4/2008 1:17:58 PM		SUBORDINATI ON AGREEMENT	A605900/MTG	PEOPLES COMMUNITY BANK	WHOM IT MAY CONCERN	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
14	A	662760	5/5/2008 12:57:44 PM		SUBORDINATI ON AGREEMENT	A605900/MTG	PEOPLES COMMUNITY BANK	PEOPLES COMMUNITY BANK	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
15	A	715251	6/4/2012 1:15:10 PM		MORTGAGE (SATISFACTION)	A661527/MTG	PEOPLES COMMUNITY BANK	RING, MARK D RING, LORI A	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
16	A	715252	6/4/2012 1:16:25 PM		MORTGAGE	A789909/SM	RING, MARK DOUGLAS RING, LORI ANN	PEOPLES COMMUNITY BANK	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
17	A	715253	6/4/2012 1:16:56 PM		SUBORDINATI ON AGREEMENT	A605900/MTG	PEOPLES COMMUNITY BANK	PEOPLES COMMUNITY BANK	BOOM LAKE ADDITION - Block: 2 - Lot(s) 1
18	A	767077	12/15/2016 3:33:00 PM		WARRANTY DEED		CASKEY, CAROL ANN	SCHMIDT, NATHAN T	BOOM LAKE ADDITION - Block: 2 - Lot(s) 5

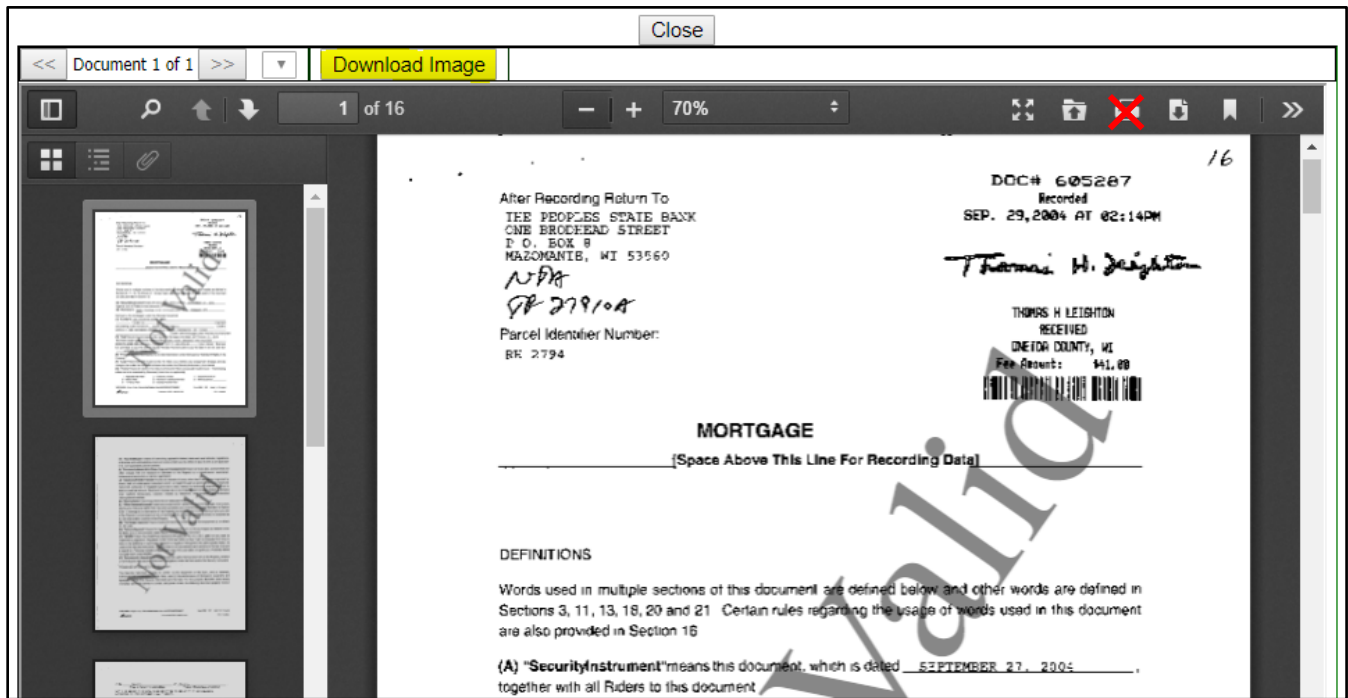
Page 1 of 2



To view a document, click on the [View Image](#) hyperlink.

+	16	<a href="#">View Image</a>	605287		9/29/2004 2:14:00 PM	MORTGAGE
---	----	----------------------------	--------	--	----------------------	----------

The image will open. **IMPORTANT: The screen shown below is based on using Google Chrome as the web browser. If a different browser is used, the screen may look slightly different.** There will be thumbnails of the document on the left side and full pages on the right so the user can identify whether it is the correct document needed (there may be a watermark on the pages which will disappear after downloading). To download and purchase all or some of the pages, click on the "Download Image" button. *DO NOT CLICK ON THE PRINT ICON!*



A **Download Document** screen will open. This screen shows the download costs and gives the user the option to select specific pages or cancel the download. In this example all pages are being selected. If non-consecutive pages are needed, then the "Range" field would be used. Examples of how to use this field are: **1-5; 1-3,6; 2,4,7; 1-3,5-7**. Click on "Download."

### Download Document

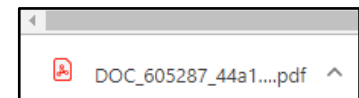
Document Number: 605287 Pages: 16  
Name: WCI  
Account Number: ONEIDA CO REGISTER OF DEEDS

Print:  All Pages  Current Page  Pages From  To   Range

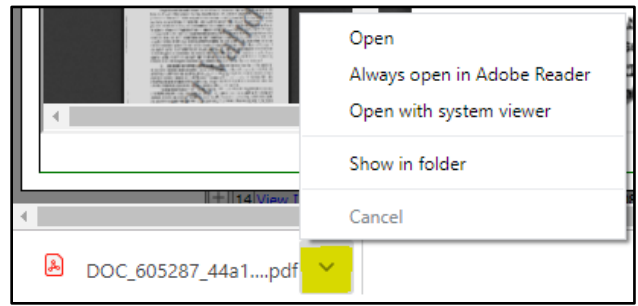
#### Download Costs

Prices:  
Document Download: \$2.00 first page/\$1.00 each page after

A PDF copy of the downloaded document will appear at the bottom of the browser screen (or depending on browser setup it may open a new tab).



Click on the arrow to view the options available.



Click on "Close" to return to the **Search Results** screen.



The user is returned to the line item just viewed and it is highlighted in blue for easy tracking.

+ 8	<a href="#">View Image</a>	605286		9/29/2004 2:14:00 PM	MORTGAGE (SATISFACTION)
+ 9	<a href="#">View Image</a>	605287		9/29/2004 2:14:00 PM	MORTGAGE
+ 10	<a href="#">View Image</a>	605900		10/12/2004 12:32:00 PM	MORTGAGE

### ADDITIONAL INFORMATION FOR THE SEARCH RESULTS SCREEN

There may be other information located in the "Notes" column (this will vary and depend on what the county has indexed).

Notes
RELEASE LP #52 2005
LIS PENDENS #52 2005
cab 1 page 68 BL Horrs Addn to Rhinelander

Click on the plus + sign to view a document's details.

+ 1	<a href="#">View Image</a>	789679	Volume /Pg	1/2/2019 9:09:57 AM	UCC FINANCING STATEMENT
-----	----------------------------	--------	------------	---------------------	-------------------------

1	<a href="#">View Image</a>	789679	Volume /Pg	1/2/2019 9:09:57 AM	UCC FINANCING STATEMENT	A26
Recorded Date:		1/2/2019 9:09:57 AM				
Document #:		789679 <a href="#">View Image</a> (5 Pages)				
Land Type:		A				
Document Group:		P-FINANCING				
Document Name:		UCC FINANCING STATEMENT				
Dated Date:						
Amount:		0.00				
Grantor:		WOODTRUST				
Grantee:		WBW INVESTMENTS LLC				
Legals:		<a href="#">S20/T36/R8 - QQQ(s) Gov Lot 3</a> part of Government 3				
PID / Tax ID:						
Document Notes:						
Document Legal Description:						
Related Certs:						
Reference Docs:		A267178/IMG <a href="#">View Image</a> (0 Page(s))				

Legals indexed to the document will have links. Clicking on a link will perform a new search and return all results associated with that legal.

Reference documents will have links that can be clicked to view the image.

A document line can also be double clicked to bring up the document details.

24	<a href="#">View Image</a>	A	276727	11/23/2015 4:07:57 PM	MORTGAGE	A277965/SMTG
----	----------------------------	---	--------	-----------------------	----------	--------------



<a href="#">Back to Search Results Page</a>	
<a href="#">Download Details</a>	
<b>Document Details:</b>	
<b>Recorded Date:</b>	11/23/2015 4:07:57 PM
<b>Document #:</b>	276727 (21)
<b>Land Type:</b>	A
	<a href="#">View Image</a>
<b>Document Group:</b>	LIEN SEARCH
<b>Document Name:</b>	MORTGAGE
<b>Dated Date:</b>	11/19/2015
<b>Amount</b>	\$7,300,000.00
<b>Grantor:</b>	RYAN COMPANIES US INC
<b>Grantee:</b>	ASSOCIATED BANK NATIONAL ASSOCIATION
<b>Legals:</b>	<a href="#">NORTH WINDOM INDUSTRIAL PARK SUBDIVISION - Block: 2 - Lot(s) Outlot B, 6, 7</a>
<b>PID / Tax ID:</b>	25.556.0110 25.556.0120 25.556.0140
<b>Document Notes:</b>	
<b>Document Legal Description:</b>	
<b>Related Certs:</b>	
<b>Reference Docs:</b>	A277965/SMTG <a href="#">View Image</a> (1 Page(s))

**NOTE:** For most counties, the “Download Details” button is not functional.

To view document details for all documents, click on “Expand All” in the search results screen.

<a href="#">Back to Search Page</a>	<a href="#">Download Results</a>	<a href="#">Export to Excel</a>	<a href="#">Expand All</a>
-------------------------------------	----------------------------------	---------------------------------	----------------------------

All document lines are then expanded and the “Expand All” button changes to say “Collapse All.”

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Ref
1	<a href="#">View Image</a>	789679	Volume /Pg	1/2/2019 9:09:57 AM		UCC FINANCING STATEMENT	A26
		<b>Recorded Date:</b>	1/2/2019 9:09:57 AM				
		<b>Document #:</b>	789679 <a href="#">View Image</a> (5 Pages)				
		<b>Land Type:</b>	A				
		<b>Document Group:</b>	P-FINANCING STATEMENTS				
		<b>Document Name:</b>	UCC FINANCING STATEMENT				
		<b>Dated Date:</b>					
		<b>Amount:</b>	0.00				
		<b>Grantor:</b>	WOODTRUST BANK				
		<b>Grantee:</b>	WBW INVESTMENTS LLC				
		<b>Legals:</b>	<a href="#">S20/T36/R8 - QQQ(s) Gov Lot 3</a> part of Government 3				
		<b>PID / Tax ID:</b>					
		<b>Document Notes:</b>					
		<b>Document Legal Description:</b>					
		<b>Related Certs:</b>					
		<b>Reference Docs:</b>	A267178/IMG <a href="#">View Image</a> (0 Page(s))				
2	<a href="#">View Image</a>	790152	Volume /Pg	1/17/2019 1:39:00 PM		UCC FINANCING STATEMENT	
		<b>Recorded Date:</b>	1/17/2019 1:39:00 PM				

*FYI*

The “Search” button returns the user to the **Search** screen and clears all criteria. The “Back to Search Page” button returns the user to the **Search** screen and retains the current search criteria.

<a href="#">Home</a>	<a href="#">Search</a>	<a href="#">User Admin</a> ▶	<a href="#">Transactions/Money</a> ▶	<a href="#">Logout</a>
<a href="#">Back to Search Page</a>				
<a href="#">Download Results</a>	<a href="#">Export to Excel</a>	<a href="#">Expand All</a>		

## Outlot

The method of searching for Outlots will vary by county. Shown below are three examples of how Outlot searches can be conducted (only one method would apply to each county). If the search does not return any results and it is known that the Outlot does exist, contact the county for additional assistance.

Example 1: After selecting the plat name, select the Block of None and enter the Outlot in the Lot(s) field.

**Legal**

Platted
  Unplatted
  Condominium

Addition/Plat Code and/or Name

95400 ARCOLA HEIGHTS ▼

[Clear](#)

Lot(s)  Block(s)

Outlot/Tract/Other

[Plat Map](#) [Tract Page](#)

Include None/Empty Block/Lots [Show Tract Card](#)

Example 2: After selecting the plat name, select the Block of Outlot and enter the Outlot in the Lot(s) field.

**Legal**  
 Platted  Unplatted  Condominium  
Addition/Plat Code and/or Name  
19415 DIAMOND LAKE SUBDIVISION  
Clear  
Lot(s) Block(s)  
A OUTLOT  
Outlot/Tract/Other  
 Include None/Empty Block/Lots

Example 3: Select the Outlot from the Outlot/Tract/Other dropdown list.

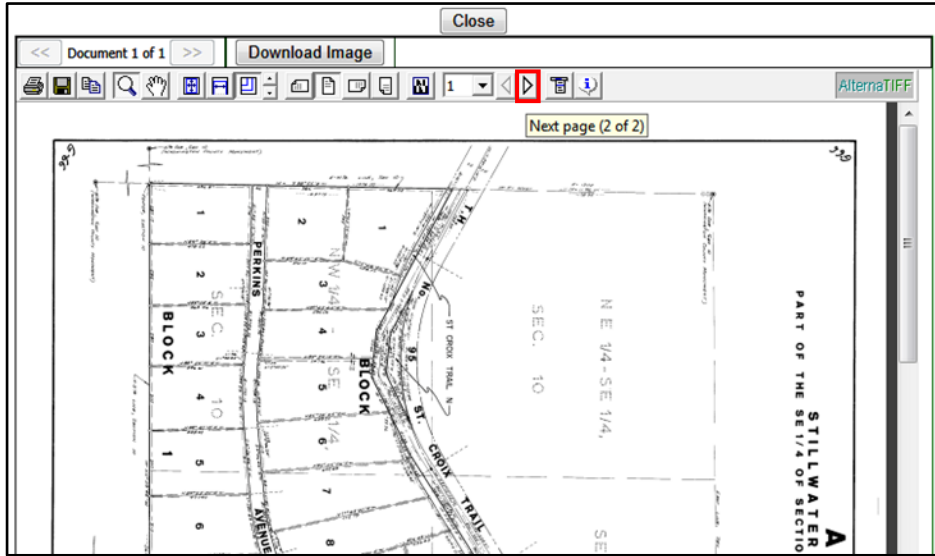
**Legal**  
 Platted  Unplatted  Condominium  
Addition/Plat Code and/or Name  
ABC1 ABC PLAT  
Clear  
Lot(s) Block(s)  
Outlot/Tract/Other  
A B C D  
Plat Map Tract Page  
Include None/Empty Block/Lots Show Tract Card

### **Plat Map (not available in all counties)**

After selecting the plat name, click on the “Plat Map” button to open an image of the plat.

**Legal**  
 Platted  Unplatted  Condominium  
Addition/Plat Code and/or Name  
95400 ARCOLA HEIGHTS  
Clear  
Lot(s) Block(s)  
Outlot/Tract/Other  
Plat Map Tract Page  
 Include None/Empty Block/Lots Show Tract Card

Click on the arrow to view the next page. Click on "Download Image" to print and/or save the plat. Click on "Close" to return to the main search screen.



**Tract Page (not available in all counties)**

After selecting the plat name, click on the "Tract Page" button to view the scanned image of the historical tract pages.

**Legal**

Platted
  Unplatted
  Condominium

Addition/Plat Code and/or Name

95400 ARCOLA HEIGHTS

Clear

Lot(s) Block(s)

Outlot/Tract/Other

Plat Map **Tract Page**

Include None/Empty Block/Lots Show Tract Card

Click on the right arrow to view the next page or use the down arrow to jump to another page number. Click on "Download Image" to save and/or print the document. Click on "Close" to return to the main search page.

BLOCKS 1 and 2		PLAT OF		ARGOLA HEIGHTS		WASHINGTON COUNTY, MINN.	
Block	Lot	Block	Lot	Block 1	Block 2	Block 1	Block 2
1	1	1	1	1	1	1	1
1	2	1	2	1	2	1	2
1	3	1	3	1	3	1	3
1	4	1	4	1	4	1	4
1	5	1	5	1	5	1	5
1	6	1	6	1	6	1	6
1	7	1	7	1	7	1	7
1	8	1	8	1	8	1	8
1	9	1	9	1	9	1	9
1	10	1	10	1	10	1	10
1	11	1	11	1	11	1	11
1	12	1	12	1	12	1	12
1	13	1	13	1	13	1	13
1	14	1	14	1	14	1	14

## Tract Card (not available in all counties)

The “Show Tract Card” option allows the user to enter a Plat Name, Lot(s) and Block, and view a report/grid of all applicable documents. In this example the “Lots” field will be left blank. Other search criteria such as names and date ranges cannot be selected, so all available documents will be returned with the oldest document appearing first. **NOTE:** If a block is not selected, the following message will appear: **“You must select a valid Block to view a Platted Tract Card.”**

**Legal**

Platted
  Unplatted
  Condominium

Addition/Plat Code and/or Name

95400 ARCOLA HEIGHTS

Clear

Lot(s)   Block(s) 1

Outlot/Tract/Other   Plat Map Tract Page

Include None/Empty Block/Lots Show Tract Card

The results below show all documents associated with Block 1. The document numbers listed in **blue** are hyperlinks that can be clicked to view the document image. **NOTE:** The Tract Card is limited to 10 lots. If for example this Block had 18 lots, two separate searches would need to be done: one for Lots 1-10 and the other for Lots 11-18.

Back to Search Page Export to PDF

1 of 8 Find | Next

**Washington County Tract Card Platted Report** Page 1 of 8

Plat: 95400						Block: 1								
Plat Name: ARCOLA HEIGHTS						Lots 1 to 7								
Date	Inst.	Doc. #	Grantor	Grantee	Lot							Remarks		
					1	3	4	5	6	7				
04/17/84	CFD	A463015	JAMES K MUGG MARY JANE MUGG	BETTY LAHLBRECHT JOHN A AHLBRECHT		X								15000.00
04/17/84	AMN	A463016	JAMES K MUGG MARY JANE MUGG	BETTY LAHLBRECHT JOHN A AHLBRECHT		X								
04/17/84	ACD	A463017	BETTY LAHLBRECHT JOHN A AHLBRECHT	DONALD J BROWN LINDA M BROWN		X								
10/30/84	CFD	A473950	SWAGER BROS REALTY INC	DONALD J BROWN LINDA M BROWN		X								
01/03/85	WD	A477188	JAMES K MUGG MARY JANE MUGG	JULIE A EDSTROM RICHARD A EDSTROM	X									

Click on the arrow to advance to the next page.

Back to Search Next Page ort to PDF

1 of 8 Find | Next

Click on the print icon to print the results.

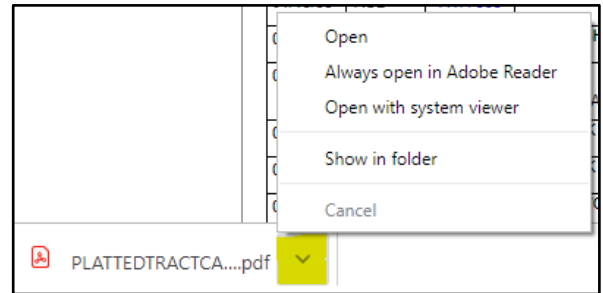
Back to Search Page Export to PDF Print

1 of 8 Find | Next

Click on "Export to PDF" to export to PDF.



After clicking on "Export to PDF," PDF options will then appear at the bottom of the screen.



**NOTE:** The PDF options available at the bottom of the screen will vary by web browser.



The next tract card example will show results for specific lots by entering a range. **NOTE:** A single individual lot or multiple non-consecutive lots can also be entered. When entering multiple lots, separate by a comma *with no space in between* (example: 1,3,5).

**Legal**

Platted  Unplatted  Condominium

Addition/Plat Code and/or Name  
 95400 ARCOLA HEIGHTS Clear

Lot(s)  Block(s)

Outlot/Tract/Other

Include None/Empty Block/Lots Show Tract Card

[Plat Map](#) [Tract Page](#)

Below are the results for Lots 1-5.

Washington County Tract Card Platted Report Page 1 of 6

Plat: 95400 Block: 1  
 Plat Name: ARCOLA HEIGHTS Lots 1 to 5

Date	Inst.	Doc. #	Grantor	Grantee	Lot					Remarks
					1	3	4	5		
04/17/84	CFD	A463015	JAMES K MUGG MARY JANE MUGG	BETTY L AHLBRECHT JOHN A AHLBRECHT		X				15000.00
04/17/84	AMN	A463016	JAMES K MUGG MARY JANE MUGG	BETTY L AHLBRECHT JOHN A AHLBRECHT		X				
04/17/84	ACD	A463017	BETTY L AHLBRECHT JOHN A AHLBRECHT	DONALD J BROWN LINDA M BROWN		X				
10/30/84	CFD	A473950	SWAGER BROS REALTY INC	DONALD J BROWN LINDA M BROWN		X				
01/03/85	WD	A477188	JAMES K MUGG MARY JANE MUGG	JULIE A EDSTROM RICHARD A EDSTROM	X					



# LEGAL SEARCH-UNPLATTED

## Section/Township/Range

Select the "Unplatted" radio button, enter the Section Township Range (S/T/R), and click on "Search." The example below will include *all* documents in this S/T/R.

**NOTE:** If the S-T-R entered does not exist, an error will be returned after clicking on "Search":

- \*Township and range entered does not match an existing township.**
- \*No records found with specified criteria!**

Click on [View Image](#) to view a document. Click on "Back to Search Page" to refine your search criteria.

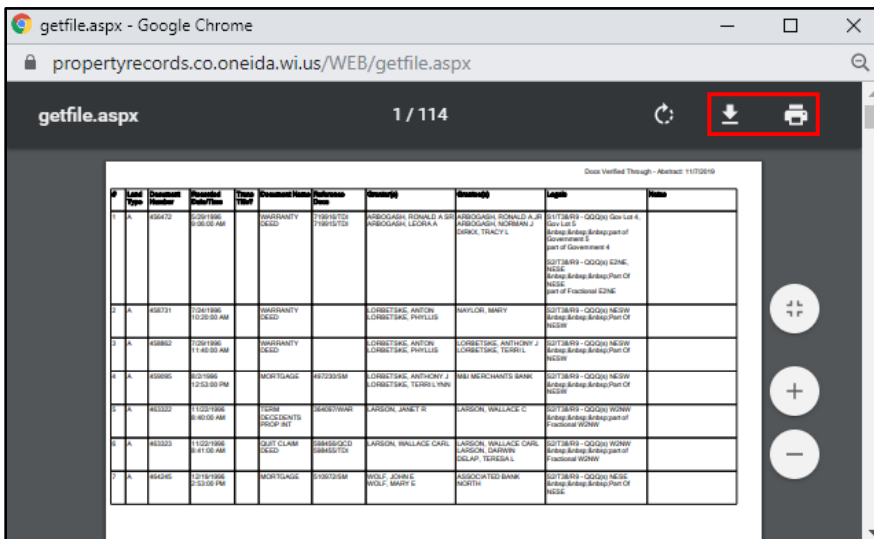
Back to Search Page | Download Results | Expand All

Double-click an item to view the detail, or click on "View Image" to view the image.  
Results Returned: 740

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)	Legal(s)
1	<a href="#">View Image</a>	456472	Volume 797/Pg 696	5/29/1996 9:06:00 AM		WARRANTY DEED	A719916/TD1 A719915/TD1	ARBOGASH, RONALD A ARBOGASH, LEORA A	ARBOGASH, RONALD A ARBOGASH, NORMAN J DERKX, TRACY L	S1/T38/R9 part of Government 5 S2/T38/R9 - QQQ(s) E2NE, NESE Part Of NESE part of Fractional E2NE
2	<a href="#">View Image</a>	458731	Volume 803/Pg 604	7/24/1996 10:20:00 AM		WARRANTY DEED		LORBETSKIE, ANTON LORBETSKIE, PHYLLIS	NAYLOR, MARY	S2/T38/R9 - QQQ(s) NESW Part Of NESW

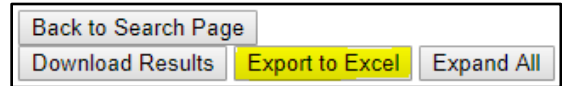
Click on "Download Results" to print and/or save the results.

Back to Search Page | **Download Results** | Export to Excel | Expand All

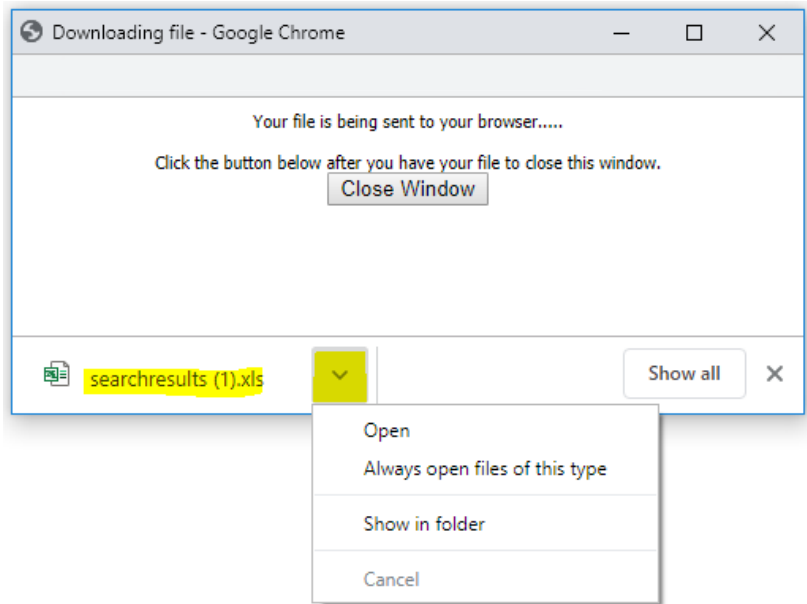


The Download icon allows the user to save the document in PDF format. The Print icon allows the user to print.

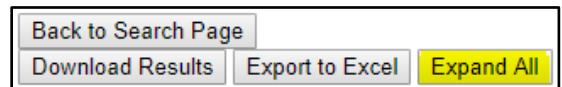
Click on "Export to Excel" (if the button is present) to create a spreadsheet of the results.



Click on the down arrow for options pertaining to the newly created spreadsheet.



Click on "Expand All" to expand the view for all documents.



After clicking on "Expand All," the button will change to say "Collapse All."

Back to Search Page

Download Results **Collapse All**

Double-click an item to view the detail, or click on "View Image" to view the image.

Results Returned: 750

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)
1	<a href="#">View Image</a>	456472	Volume 797/Pg 696	5/29/1996 9:06:00 AM		WARRANTY DEED	719916/TDI 719915/TDI	ARBOGASH, RONALD A ARBOGASH, LEORA A
<b>Recorded Date:</b>							5/29/1996 9:06:00 AM	
<b>Document #:</b>							456472 <a href="#">View Image</a> (0 Pages)	
<b>Land Type:</b>							A	
<b>Document Group:</b>							P-DEEDS	
<b>Document Name:</b>							WARRANTY DEED	
<b>Dated Date:</b>							5/28/1996 12:00:00 AM	
<b>Amount:</b>							0.00	
<b>Grantor:</b>							ARBOGASH, RONALD A SR ARBOGASH, LEORA A	
<b>Grantee:</b>							ARBOGASH, RONALD A JR ARBOGASH, NORMAN J DIRKX, TRACY L	
<b>Legals:</b>							<a href="#">S1/T38/R9 - QQQ(s) Gov Lot 4, Gov Lot 5</a> part of Government 5 part of Government 4 <a href="#">S2/T38/R9 - QQQ(s) E2NE, NESE</a> Part Of NESE part of Fractional E2NE	

Detail for an individual document can also be viewed by either double clicking on the line item or clicking on the plus + sign at the beginning of the document line.



Results can be narrowed by using the "QQs" field. The example below is for the north half of the northeast quarter (use the number 2 to represent half). For the east half use **e2**, for the southeast quarter of the northwest quarter use **senw**, etc. If the county indexes down to the QQQ, and if the user for example wants to search for the northwest quarter of the northeast quarter of the southwest quarter, then nwnesw would be entered. It does not matter if the letters are upper or lower case.

The "Legal" search filter form includes radio buttons for "Platted", "Unplatted" (selected), and "Condominium". It has input fields for "Section" (2), "Township" (38), "Range" (9), and "QQs" (n2ne). There is also a "Government Lots" field which is currently empty. A "Show Tract Card" button is located at the bottom left.

Results Returned: 259

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)	Legal(s)
1	<a href="#">View Image</a>	456472	Volume 797/Pg 696	5/29/1996 9:06:00 AM		WARRANTY DEED	719916/TD1 719915/TD1	ARBOGASH, RONALD A SR ARBOGASH, LEORA A	ARBOGASH, RONALD A JR ARBOGASH, NORMAN J DIRKOC, TRACY L	S1/T38/R9 - QQQ(s) Gov Lot 4, G part of Government 5 S2/T38/R9 - QQQ(s) E2NE, NESE Part Of NESE part of Fractional E2NE
2	<a href="#">View Image</a>	465069	Volume 821/Pg 365	1/15/1997 9:38:00 AM		MORTGAGE	512285/SM	SEYMOUR, JAMES A SEYMOUR, JULIE A	FIRST FINANCIAL BANK	S2/T38/R9 - QQQ(s) E2NE part of Fractional E2NE
3	<a href="#">View Image</a>	465803	Volume 823/Pg 329	2/7/1997 9:32:00 AM		MORTGAGE (SATISFACTION)	434901/MTG	FIRST FINANCIAL BANK FSB	SEYMOUR, JAMES A SEYMOUR, JULIE A	S2/T38/R9 - QQQ(s) E2NE part of Fractional E2NE

## Government Lot

Government Lot searches will vary by county. Some counties have Government Lots indexed to the QQ while others require that the QQs field be left blank and the Government Lot number be entered in the Government Lots field. *Only one of these fields would be used in the search.*

The "Legal" search filter form is identical to the one above, but the "QQs" field is empty and the "Government Lots" field contains a yellow highlight, indicating where a lot number would be entered.

## Fractional Search

Fractional searches will depend on how the county has indexed their documents. This is just one example of a fractional search.

Enter the S-T-R and QQ. Enter "fractional" or "fr" in the Remarks/Notes field and click on "Search."

**Legal**

Platted
  Unplatted
  Condominium

Section: 
 Township: 
 Range: 
 QQs:

---

**Document Information**

Doc Rec Date:  to

Document Group:

Document Name:

Document Number:  to

Documents Related to Doc#:

Book:  Page:

Remarks/Notes:



Back to Search Page

Download Results Expand All

Double-click an item to view the detail, or click on "View Image" to view the image.

Results Returned: 27

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)	Legal(s)
1	<a href="#">View Image</a>	475867	Volume 852/Pg 228	11/5/1997 9:13:00 AM		WARRANTY DEED	A286626/IMG A274428/IMG	ROCK-TENN COMPANY OF ILLINOIS	ARNOLD, DAVID C ARNOLD, MICHELLE O	#1079 CSM - Block: NONE - Lot 51/T38/R9 part of Government 4 Government Lot 1: easement Government Lot 2: easement Government Lot 3: easement Government Lot 5: easement Government Lot 6: easement S2/T38/R9 - QQ(s) N2NE, S2 SW: easement SE: easement Part Of SESE FR: easement FR: easement FR: easement FR: easement easement Fractional E2NE easement Fractional W2NE easement Fractional E2NW easement Fractional W2NW





# LEGAL SEARCH-CONDOMINIUM

## Condominium Name

Searching for a condominium is similar to a platted search, but there will be Unit(s) and Building(s) instead of Lot(s) and Block(s). The “Outlot/Tract/Other” dropdown will not be used. The “Include None/Empty Bldgs/Units” can be checked to include units tied to the Building of “None” in addition to the building selected.

Select the “Condominium” radio button. Enter part of the condominium name in the “Name” field (at least three characters) and press the “Enter” or “Tab” key to create a dropdown list (or enter the condominium code and press “Tab”). If the rest of the fields are left blank, the search results will return documents for all of the Buildings and Unit.

The screenshot shows a search form titled "Legal". It has three radio buttons: "Platted", "Unplatted", and "Condominium" (which is selected). Below the radio buttons is a text input field for "Condominium Code and/or Name" containing "4749" and a dropdown menu showing "INDIAN SHORES RESORT CONDOMINIUM SECOND ADDENDUM". There is a "Clear" button next to the dropdown. Below that are two input fields: "Unit(s)" and "Building(s)". There is also a dropdown for "Outlot/Tract/Other". At the bottom, there is a checkbox for "Include None/Empty Bldgs/Units" and a "Show Tract Card" button.

Click on [View Image](#) to view a document. The “Download Results” button gives the option of printing and/or saving the results (PDF format). The “Plat Map” button, if visible, will bring up an image of the actual plat (**not all counties have plat images available**). The “Export to Excel” button, if visible, allows the results to be exported to Excel.

Back to Search Page

Download Results Expand All

Double-click an item to view the detail, or click on "View Image" to view the image.

Results Returned: 205

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)	Legal(s)
1	<a href="#">View Image</a>	798423		10/8/2019 4:14:00 PM		MORTGAGE (SATISFACTION)	716034/MTG	COVANTAGE CREDIT UNION	HANOUSEK, FRANK L JR HANOUSEK, KELLY J	INDIAN SHORES RESORT
2	<a href="#">View Image</a>	797748		9/23/2019 1:34:00 PM	Y	CONDOMINIUM DEED		HANOUSEK, FRANK L JR HANOUSEK, KELLY J	TILKENS, TODD M TILKENS, TERESA L	INDIAN SHORES RESORT
3	<a href="#">View Image</a>	794998		7/3/2019 12:10:00 PM		MORTGAGE (PARTIAL REL)	707619/MTG	RIVER VALLEY BANK	JAN DI INC	INDIAN SHORES RESORT
4	<a href="#">View Image</a>	794997		7/3/2019 12:10:00 PM		MORTGAGE (PARTIAL REL)	747717/MTG	RIVER VALLEY BANK	JAN DI INC FONDY MOTEL INC	INDIAN SHORES RESORT

Click on “Expand All” to expand the detail for all documents (the plus + sign at the beginning of the document line can be clicked to expand the detail on an individual document).

The screenshot shows the same search results interface as above, but with the "Expand All" button highlighted in yellow. Below the buttons, it says "Double-click an item to view the detail, or click on 'View Image' to view the image." and "Results Returned: 205".

After clicking on “Expand All,” the button will change to say “Collapse All.”

<a href="#">Back to Search Page</a>								
<a href="#">Download Results</a>		<a href="#">Collapse All</a>						
<small>Double-click an item to view the detail, or click on "View Image" to view the image.</small>								
<b>Results Returned: 205</b>								
#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)
1	<a href="#">View Image</a>	798423		10/8/2019 4:14:00 PM		MORTGAGE (SATISFACTION)	716034/MTG	COVANTAGE CREDIT UNION
							<b>Recorded Date:</b>	10/8/2019 4:14:00 PM
							<b>Document #:</b>	798423 <a href="#">View Image</a> ( Pages)

A document line can also be double clicked to view the associated details. In the “Legals” section in this example, clicking on the [Balzers Subdivision – Block: NONE – Lot\(s\) 8](#) hyperlink would cause the system to perform a search by this associated legal description. The [View Image](#) links can also be clicked to view the document and associated reference documents.

<a href="#">Back to Search Results Page</a>	
<a href="#">Download Details</a>	
<b>Document Details:</b>	
<b>Recorded Date:</b>	5/13/1997 7:01:00 AM
<b>Document #:</b>	220210 (1)
<b>Land Type:</b>	A
	<a href="#">View Image</a>
<b>Document Group:</b>	Parent Group
<b>Document Name:</b>	DECLARATION
<b>Dated Date:</b>	
<b>Amount</b>	
<b>Grantor:</b>	KRUEGER, ARNOLD E KRUEGER, MARY JEAN
<b>Grantee:</b>	PUBLIC
<b>Legals:</b>	<a href="#">BALZERS SUBDIVISION - Block: NONE - Lot(s) 8</a>  <a href="#">COMMON INTEREST COMMUNITY NUMBER 1-ARMAR CONDOMINIUM - Building: NONE - Unit(s) 1, 2, 3</a>
<b>PID / Tax ID:</b>	
<b>Document Notes:</b>	
<b>Document Legal Description:</b>	
<b>Related Certs:</b>	
<b>Reference Docs:</b>	A226779/AMEND <a href="#">View Image</a> (1 Page(s))



## Unit/Building Number

A search can be conducted by selecting a Building or a Building and Unit (a Building must be selected).

**Legal**  
 Platted  Unplatted  Condominium  
 Condominium Code and/or Name  
 4749 INDIAN SHORES RESORT CONDOMINIUM SECOND ADDENDUM  
 Clear

Unit(s) Building(s)  
 Outlot/Tract/Other  
 Include None/Empty Bldgs/Units

**Names**  
 Grantor/ee

ALL  
 BOATHOUSE  
**COTTAGE UNIT**  
 GARAGE  
 NONE  
 STORAGE UNIT

Enter the Unit or leave the field blank to search the entire building. A range of units can also be entered.

**Legal**  
 Platted  Unplatted  Condominium  
 Condominium Code and/or Name  
 4749 INDIAN SHORES RESORT CONDOMINIUM SECOND ADDENDUM  
 Clear

Unit(s) Building(s)  
 301 COTTAGE UNIT  
 Outlot/Tract/Other  
 Include None/Empty Bldgs/Units

The "Download Results" button will allow you to print and/or save the results.

Back to Search Page  
 Download Results Expand All  
 Double-click an item to view the detail, or click on "View Image" to view the image.  
 Results Returned: 11

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)	Legal(s)
1	<a href="#">View Image</a>	669863	Volume 1/Pg 215	11/11/2008 2:17:46 PM		CONDOMINIUM	649350/CDN 689701/AMD 669864/AMD	INDIAN SHORES CONDO ADD	INDIAN SHORES CONDO ADDN	INDIAN SHORES RESORT CONDOMINIUM 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 111, 112, 113, 114, 115, 116, 117, 118, 1 137, 138, 139, 140, 141, 142, 143, 144, 1 163, 164, 165, 166, 167, 168, 169, 170, 1 189, 190, 191, 192, 193, 194, 195, 196, 1 215, 216, 217, 218, 219, 220, 221, 222, 2 278, 279, 280, 281, 282, 283, 284, 285, 2 1021, 1501, 1502, 1503, 1601, 1602, 170 INDIAN SHORES RESORT CONDOMINIUM 409, 410, 411, 412, 413, 414, 415, 416, 4 435, 436, 437, 438, 439, 440, 441, 442, 4 461, 462, 463, 464, 465, 466, 467, 468, 4 487, 488, 489, 490, 491, 492, 493, 494, 4 513, 514, 515, 516, 517, 518, 519, 520, 5 539, 540, 541, 542, 543, 544, 545, 546, 5 565, 566, 567, 568, 569, 570, 571, 572, 5 INDIAN SHORES RESORT CONDOMINIUM INDIAN SHORES RESORT CONDOMINIUM

## Condo Map (not available in all counties)

Search for the Condominium name and then click on “Condo Map.”

**Legal**

Platted  Unplatted  Condominium

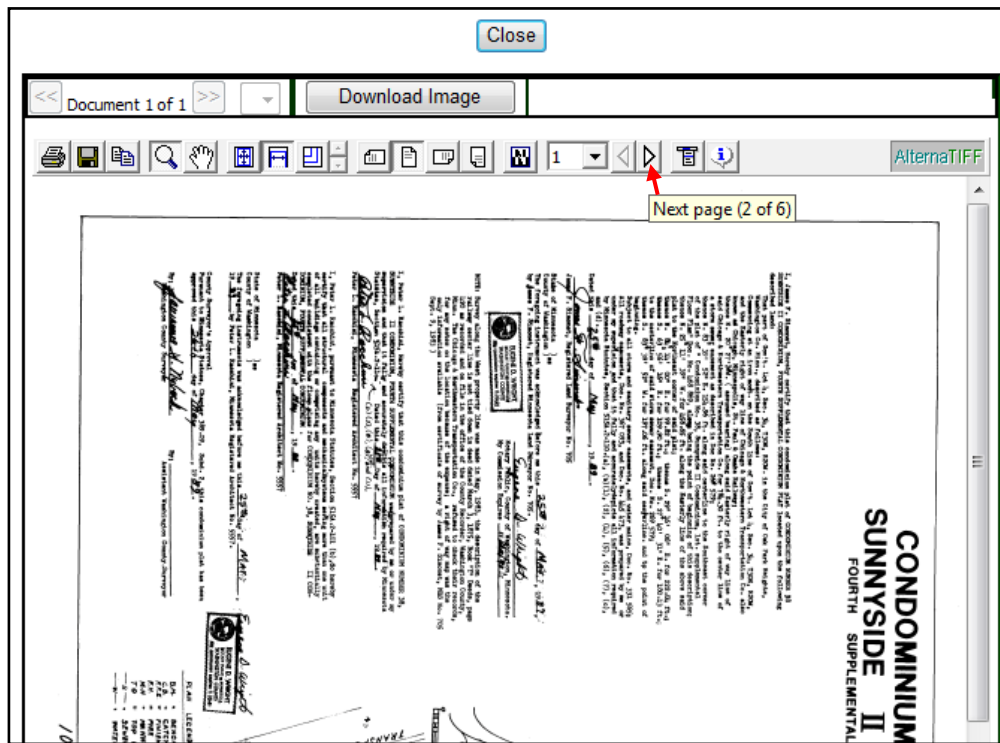
Condominium Code and/or Name  
60204 CONDO #38 SUNNYSIDE II (UNITS 56 THRU 81) Clear

Unit(s)  Building(s)

Outlot/Tract/Other  Condo Map Tract Page

Include None/Empty Bldgs/Units Show Tract Card

Click on the arrow to view the next page. Click on “Download Image” to print and/or save the map. Click on “Close” to return to the main search screen.



## Tract Page (not available in all counties)

Enter the Condominium name and click on “Tract Page.”

**Legal**

Platted  Unplatted  Condominium

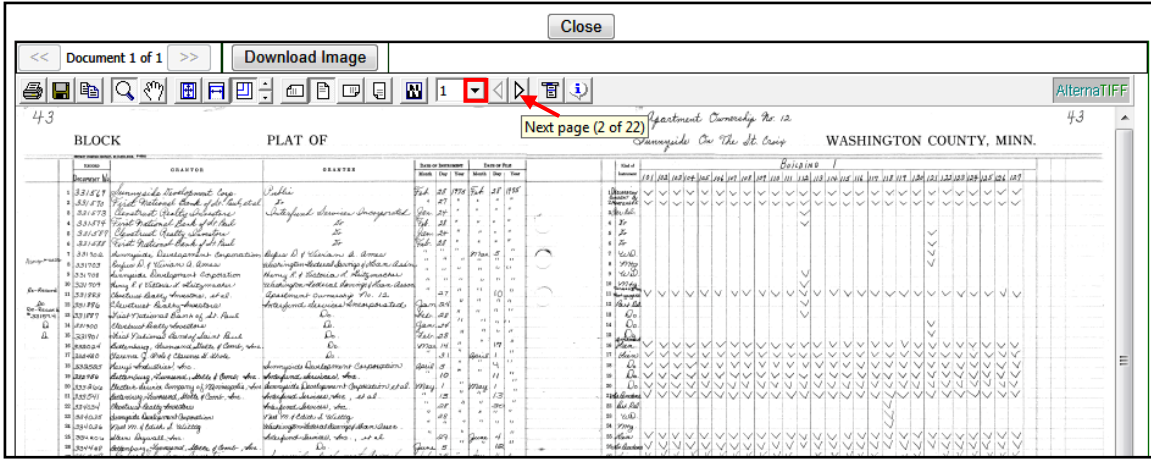
Condominium Code and/or Name  
61430 APT OWNERSHIP #12 SUNNYSIDE Clear

Unit(s)  Building(s)

Outlot/Tract/Other  Condo Map Tract Page

Include None/Empty Bldgs/Units Show Tract Card

Click on the right arrow to view the next page or use the down arrow to jump to another page number.



### Tract Card (not available in all counties)

The “Show Tract Card” option allows the user to enter a Condominium Name, Unit and Building, and view a report/grid of all applicable documents. Other criteria such as names and date ranges cannot be selected, so all available documents will be returned and will be in numerical order. Search for the condominium name. Enter a single unit number or range in the “Unit(s)” field and select a Building from the “Building(s)” dropdown list (a building must be selected). In this example, a range of units has been entered. Click on the “Show Tract Card” button.

**Legal**

Platted  Unplatted  Condominium

Condominium Code and/or Name

Unit(s)

Building(s)

Outlot/Tract/Other

Include None/Empty Bldgs/Units

Click on any of the [document number hyperlinks](#) to view the document image.

Back to Search Page

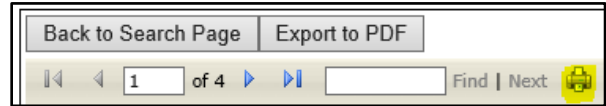
1 of 4 Find | Next

**Washington County Tract Card Condo Report** Page 1 of 4

Condo: 61430		Building: 1	
Condo Name: APT OWNERSHIP #12 SUNNYSIDE		Units A to E	

Date	Inst.	Doc. #	Grantor	Grantee	Lot					Remarks	
					A	B	C	D	E		
03/30/84	SM	<a href="#">A462104</a>	MINNESOTA STATE BANK ST PAUL	JANET H PERLT RONALD J PERLT			X				
05/10/85	DLP	<a href="#">A484501</a>	ETAL SUNNYSIDE-ON-ST CROIX CONDOMINIUM ASSOC KEITH LLOYD BROWN	ETAL GUARANTY STATE BANK ST PAUL SUNNYSIDE II LTD PTSHP	X	X	X	X	X		
06/21/85	JAD	<a href="#">A487191</a>	GLORIA J KONGSVIK	DONALD JOHN KONGSVIK				X			
06/21/85	QCD	<a href="#">A487192</a>	GLORIA J KONGSVIK	DONALD J KONGSVIK				X			
04/25/86	EOM	<a href="#">A506186</a>	MINNESOTA STATE BANK ST PAUL	JANET H PERLT RONALD J PERLT	X						

Click on the Print icon to print a copy of the results.



To export to PDF, click on “Export to PDF.” PDF options will then appear at the bottom of the screen.



## NAMES SEARCH

### Grantor and/or Grantee

The Names search will automatically default to “Person” and “And.” Both a Grantor and Grantee do not need to be entered to do a search. If a name is entered in only one field, for example the Grantee field, then the system will only return results where that person is indexed as a Grantee. To return all Grantor/Grantee results for a single name, make sure “Or” is selected so the system displays a single field. If a search needs to be conducted by a company or organization name, change the “Person” button to “Entity” (in some counties a trustee is defined as a “Person” and the name of a trust is defined as an “Entity”).

**NOTE:** Some counties may have the “Names” section default to “Or.”

**Names**  
Grantor  
 Person First Mid Last  Exact  
 Entity  SoundEx  
 Alias  
 And  Or  
Grantee  
 Person First Mid Last  Exact  
 Entity  SoundEx  
 Alias

**Names**  
Grantor/ee  
 Person First Mid Last  Exact  
 Entity  SoundEx  
 Alias  
 And  Or

Enter as much or little information as needed (it is not case sensitive and it’s best to leave out any punctuation). It is not required to have information in every field. A search can be done in a variety of ways such as first initial and last name, last name only, etc. If you use a single first name character such as “A,” it will return all first names beginning with that letter such as Adam, Ann, Arthur, etc. Using the first two letters such as “MA” would return Margaret, Marie, Mark, etc. The same holds true for last names. If “AND” is entered, the results will include Andersen, Anderson, Anders, etc.



The percent % sign can be used as a wild card. For example, entering %son in the Last Name field will return results including Nelson, Johnson, Jackson, etc.; however, using the wild card after the characters will not matter. Entering nel% will produce the same results as nel.

## Exact, SoundEx and Alias Search

Exact  
 SoundEx  
 Alias

These boxes do not need to be checked but can be used to refine the search or if the exact spelling is unknown. **NOTE:** The purpose of "Alias" is to search by AKA, DBA, FKA, etc. This checkbox is only helpful if the county has indexed documents using these acronyms.

Exact  
 SoundEx  
 Alias

Select "Exact" to search for exact matches to the criteria entered. If a field is left blank, such as the middle name, RecordEASE will return matches with a middle name. If a middle name is entered, the system will only return matches with that name.

Exact  
 SoundEx  
 Alias

Select "SoundEx" if uncertain of the exact spelling. For example, if the last name of "Olson" is entered and this box is checked, the system will return results including "Olsen." The first name of "John" would include results such as Jean, Joan and Jon.

## Examples of Name Searches

### "EXACT" NAME SEARCH

This example shows "daniels" entered as the last name.

**Names**

Grantor/ee

Person    First     Mid     Last

Entity   

Exact  
 SoundEx  
 Alias

And     Or

The search results will show all last names beginning with "daniels."

Results Returned: 23

#	<a href="#">Image Link</a>	<a href="#">Document Number</a>	<a href="#">Book/Page</a>	<a href="#">Recorded Date/Time</a>	<a href="#">Transfers Title?</a>	<a href="#">Document Name</a>	<a href="#">Reference Documents</a>	<a href="#">Grantor(s)</a>	<a href="#">Grantee(s)</a>
1	<a href="#">View Image</a>	771664		5/15/2017 1:08:00 PM		WARRANTY DEED		DANIELSON, BRIAN R	PATTERMANN, TIMOTHY M PATTERMANN, CHRISTINE M
2	<a href="#">View Image</a>	772553		6/12/2017 1:41:00 PM		MORTGAGE (RELEASE OF)	631932/MTG	SASCO MORTGAGE LOAN TRUST	DANIELSON, BRIAN R
3	<a href="#">View Image</a>	772766		6/19/2017 2:16:00 PM		TRUSTEES DEED		VIVIAN B HARGRAVE REVOCABLE TRUST	STROETZ, JAMES D DANIELS, LEONARD

When the “Exact” box is checked, the system will only return results where “daniels” is the last name.

**Names**  
Grantor/ee

Person    First    Mid    Last     Exact  
 Entity                 SoundEx  
 Alias

And     Or



Results Returned: 17

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)
1	<a href="#">View Image</a>	772766		6/19/2017 2:16:00 PM		TRUSTEES DEED		VIVIAN B HARGRAVE REVOCABLE TRUST	STROETZ, JAMES D DANIELS, LEONARD
2	<a href="#">View Image</a>	77218		11/7/2017 2:15:00 PM		TRUSTEES DEED		STANLEY M SPIEWAK TRUST	DANIELS, CHRISTOPHER J DANIELS, DAWN M
3	<a href="#">View Image</a>	77219		11/7/2017 2:15:00 PM		MORTGAGE	795608/SM	DANIELS, CHRISTOPHER J DANIELS, DAWN M	MEMBERS' ADVANTAGE CREDIT UNION

### “SOUNDEX” SEARCH

This search is helpful if the exact spelling of a name is not known. In this example, the last name of “nelson” will be searched with the “SoundEx” box checked.

**Names**  
Grantor/ee

Person    First    Mid    Last     Exact  
 Entity                 SoundEx  
 Alias

And     Or

The system returns results of names similar to “nelson.”

Results Returned: 74

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)
1	<a href="#">View Image</a>	767653	Volume /Pg	1/3/2017 12:36:00 PM		MORTGAGE (RELEASE OF)	A760695/MTG	PARK CITY CREDIT UNION	NELSON, KURT D NELSON, THERESE M
2	<a href="#">View Image</a>	768464	Volume /Pg	1/26/2017 1:14:00 PM		EASEMENT		NELSON, MICHELLE R NELSON, RON	WISCONSIN PUBLIC SERVICE CORPORATION
3	<a href="#">View Image</a>	769236	Volume /Pg	2/21/2017 2:01:00 PM		EASEMENT		NELSON, RONALD VEGA, LAURIE	WISCONSIN PUBLIC SERVICE CORPORATION
4	<a href="#">View Image</a>	769547	Volume /Pg	3/2/2017 12:35:00 PM		QUIT CLAIM DEED		LODEWYCK, JUDITH M WINKLER, JOSEPH E WINKLER, JUDSON R NELSON, JOAN M WINKLER, JEFFREY F WINKLER, JOHN L WINKLER, JAMES P	D&B MANAGEMENT CO LLC
5	<a href="#">View Image</a>	769569	Volume /Pg	3/2/2017 3:28:00 PM		MORTGAGE		NELSON, KURT D NELSON, THERESE M	PARK CITY CREDIT UNION
6	<a href="#">View Image</a>	770026	Volume /Pg	3/20/2017 12:43:00 PM		TERM DECEDENTS PROP INT	A764618/TOD A770564/AFC A523060/WAR A523059/WAR	NILSSON, THOMAS H	NILSSON, BETTY J

## WILDCARD (%) SEARCH

A wildcard search can be especially helpful when searching for businesses or trusts. In the search below, the radio button has been selected for “Entity” and “%nelson%trust” as the entity name. When a wildcard is placed before a name, that tells the system that the name is contained somewhere within the trust name.

**Names**

Grantor/ee

Person    Entity
  Exact

Entity    
 SoundEx

And     Or
  Alias

The system returns results where both “nelson” and “trust” are contained within the name.

Results Returned: 6

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)
1	<a href="#">View Image</a>	771080	Volume /Pg	4/27/2017 8:58:31 AM		RELEASE (MISC)	A743808/MTG	BMO HARRIS BANK NA	ROBERT D NELSON REVOCABLE TRUST JEANNE E NELSON REVOCABLE TRUST
2	<a href="#">View Image</a>	774320	Volume /Pg	8/7/2017 1:21:00 PM		QUIT CLAIM DEED		NELSON, CLAYTON T NELSON, NANCY K	CLAYTON T NELSON REVOCABLE TRUST NANCY K NELSON REVOCABLE TRUST
3	<a href="#">View Image</a>	783479	Volume /Pg	6/15/2018 2:58:00 PM		QUIT CLAIM DEED		NELSON JOINT REVOCABLE TRUST	NELSON, ALAN H COREY-NELSON, DONNA M
4	<a href="#">View Image</a>	784867	Volume /Pg	7/30/2018 11:07:00 AM		TRUSTEES DEED		NELSON FAMILY TRUST	NELSON, DAVID ROBERT
5	<a href="#">View Image</a>	788850	Volume /Pg	12/3/2018 12:58:00 PM		QUIT CLAIM DEED		NELSON, THOMAS NELSON, MARCIA	THOMAS NELSON REVOCABLE TRUST MARCIA NELSON REVOCABLE TRUST
6	<a href="#">View Image</a>	789032	Volume /Pg	12/7/2018 1:54:00 PM		QUIT CLAIM DEED		NELSON, STEVEN	STEVEN S NELSON REVOCABLE TRUST

If “%trust” is removed, now the system will search for any entity containing “nelson” in the name.

**Names**

Grantor/ee

Person    Entity
  Exact

Entity    
 SoundEx

And     Or
  Alias



Results Returned: 8

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)
1	<a href="#">View Image</a>	771080	Volume /Pg	4/27/2017 8:58:31 AM		RELEASE (MISC)	A743808/MTG	BMO HARRIS BANK NA	ROBERT D NELSON REVOCABLE TRUST JEANNE E NELSON REVOCABLE TRUST
2	<a href="#">View Image</a>	774320	Volume /Pg	8/7/2017 1:21:00 PM		QUIT CLAIM DEED		NELSON, CLAYTON T NELSON, NANCY K	CLAYTON T NELSON REVOCABLE TRUST NANCY K NELSON REVOCABLE TRUST
3	<a href="#">View Image</a>	776944	Volume /Pg	10/30/2017 2:57:44 PM		DEED (MISCELLANEOUS)		HUBERT N NELSON JR ESTATE	NELSON, DANIEL A FIEGEL, BLANCHE FIEGEL, BLANCHE FIEGEL, BLANCHE NELSON
4	<a href="#">View Image</a>	783479	Volume /Pg	6/15/2018 2:58:00 PM		QUIT CLAIM DEED		NELSON JOINT REVOCABLE TRUST	NELSON, ALAN H COREY-NELSON, DONNA M
5	<a href="#">View Image</a>	784093	Volume /Pg	7/5/2018 10:48:00 AM		PERSONAL REPRESENT DEED		JULIE A NELSON ESTATE	SEEGER, HAROLD L
6	<a href="#">View Image</a>	784867	Volume /Pg	7/30/2018 11:07:00 AM		TRUSTEES DEED		NELSON FAMILY TRUST	NELSON, DAVID ROBERT
7	<a href="#">View Image</a>	788850	Volume /Pg	12/3/2018 12:58:00 PM		QUIT CLAIM DEED		NELSON, THOMAS NELSON, MARCIA	THOMAS NELSON REVOCABLE TRUST MARCIA NELSON REVOCABLE TRUST
8	<a href="#">View Image</a>	789032	Volume /Pg	12/7/2018 1:54:00 PM		QUIT CLAIM DEED		NELSON, STEVEN	STEVEN S NELSON REVOCABLE TRUST

# DOCUMENT INFORMATION

The “Document Information” section has search criteria that can be used alone or in conjunction with other search criteria.

The screenshot shows a search form titled "Document Information". It contains the following fields and controls:

- Doc Rec Date:** Two date input fields with calendar icons and a "to" label between them.
- Document Group:** A dropdown menu.
- Document Name:** A dropdown menu.
- Document Number:** Two text input fields with a "to" label between them.
- Documents Related to Doc#:** A text input field.
- Book Type:** A dropdown menu.
- Book:** A text input field followed by "Page" and another text input field, with a "+" button to the right.
- Tax ID/PID:** A text input field.
- Include Parent PIDs:** A checkbox.
- Include Child PIDs:** A checkbox.
- Tax Address:** A text input field with a "Clear" button to its right.
- Remarks/Notes:** A text input field.

## Date Search

The “Doc Rec Date” field allows the user to search by date ranges. The search can be for all documents recorded within a specific timeframe, or the date range can include other parameters such as document name, legal description, grantor/grantee name, etc. The date can be manually entered (mm/dd/yyyy – no preceding zeroes for the mm/dd fields) or the calendar icon can be clicked to select a date. If manually entering the date range, use the arrow key on your keyboard to move among the mm/dd/yyyy fields and press “Tab” to move to the second date field. Once “Tab” is pressed the same date will populate into the second date field.

This screenshot shows the same "Document Information" search form, but with the "Doc Rec Date" field populated with "5/1/2019" and a date picker calendar open over the second date field. The calendar is for "October, 2019" and shows the date "10" selected. A red arrow points from the calendar icon in the form to the calendar window.

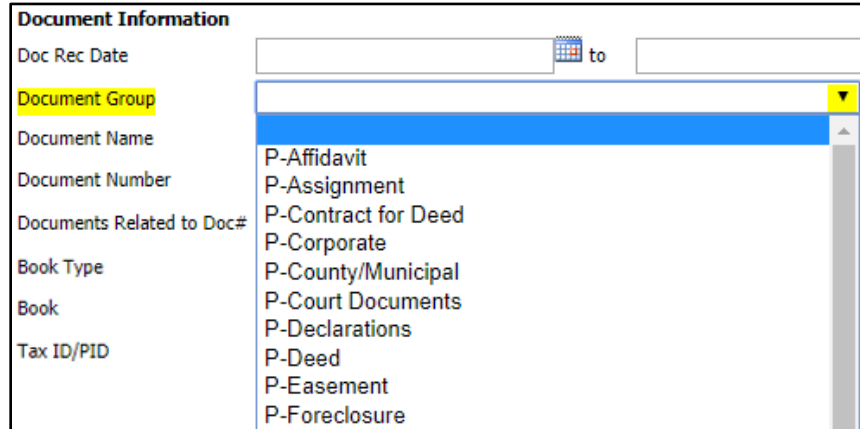
October, 2019						
Su	Mo	Tu	We	Th	Fr	Sa
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

Today: October 10, 2019



## Document Group Search

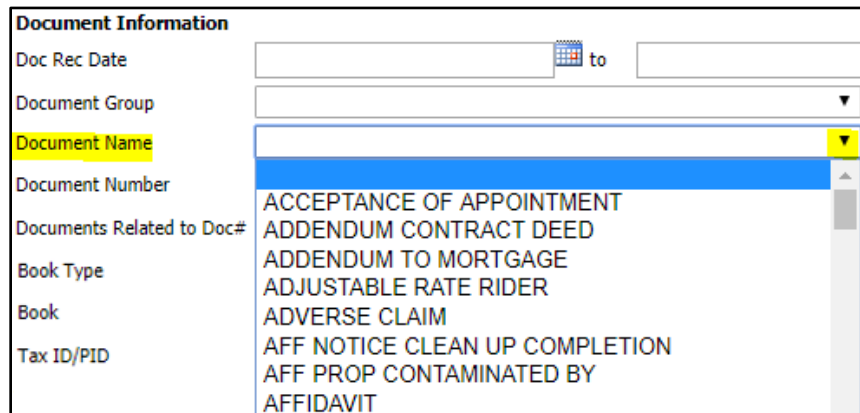
This search allows the user to select a general category of documents and select additional criteria such as a name, legal description, date range, etc. The group **P-Deed** would include documents such as Warranty Deeds, Transfer on Death Deeds and Quit Claim Deeds. These groupings will vary by county and some counties may not have groups configured. (See **Appendix A** at the end of this manual for an example of a listing of document groups and the document names contained within each group).



The screenshot shows a search form titled "Document Information". It includes fields for "Doc Rec Date" (with a calendar icon and "to" field), "Document Group" (highlighted in yellow), "Document Name", "Document Number", "Documents Related to Doc#", "Book Type", "Book", and "Tax ID/PID". The "Document Group" dropdown menu is open, displaying a list of document types: P-Affidavit, P-Assignment, P-Contract for Deed, P-Corporate, P-County/Municipal, P-Court Documents, P-Declarations, P-Deed, P-Easement, and P-Foreclosure.

## Document Name Search

This search allows the user to select a single document name by clicking on the down arrow or typing the name into the field to advance to the name. If two document types are needed such as a Quit Claim Deed and Warranty Deed, either a separate search needs to be conducted for each or the "Document Group" search above would need to be used (provided the county has groups set up). Enter additional criteria to narrow the search results.



The screenshot shows the same "Document Information" search form. In this view, the "Document Name" dropdown menu is open and highlighted in yellow. The list of document names includes: ACCEPTANCE OF APPOINTMENT, ADDENDUM CONTRACT DEED, ADDENDUM TO MORTGAGE, ADJUSTABLE RATE RIDER, ADVERSE CLAIM, AFF NOTICE CLEAN UP COMPLETION, AFF PROP CONTAMINATED BY, and AFFIDAVIT.

## Document Number Search

The “Document Number” search allows the user to enter a single document number or range. Type the document number into the first field and press the “Tab” key. The same number will automatically populate into the next field. Click on the “Search” button to pull up that document or enter a different number in the “to” field to view a range. **NOTE:** If the second field is left blank, it will bring up all document numbers from the first document number entered going forward.

Document Information	
Doc Rec Date	<input type="text"/> to <input type="text"/>
Document Group	<input type="text"/>
Document Name	<input type="text"/>
Document Number	3030301 to 3030301

## Documents Related to Doc#

Use this search to find all documents related to a particular document. For example, if the document number for a mortgage is entered and the “Search” button is clicked, it will bring up any related documents such as assignments or satisfactions. **NOTE:** Search results are dependent upon what has been entered into the county’s tract. Cross-reference searches, such as by name or legal description, are recommended.

Documents Related to Doc#	779096	
Book	<input type="text"/>	Page <input type="text"/> +
Remarks/Notes	<input type="text"/>	
<input type="button" value="Search"/> <input type="button" value="Clear All"/>		



Results Returned: 7

#	<a href="#">Image Link</a>	<a href="#">Document Number</a>	<a href="#">Book/Page</a>	<a href="#">Recorded Date/Time</a>	<a href="#">Transfers Title?</a>	<a href="#">Document Name</a>	<a href="#">Reference Documents</a>
1	<a href="#">View Image</a>	773029	Volume 13/Pg 213	6/26/2017 1:21:00 PM		PLATS	A779095/AGR A779096/DCR
2	<a href="#">View Image</a>	779095	Volume /Pg	1/12/2018 1:50:00 PM		AGREEMENT - MISCELLANEOUS	A773029/PLT A779096/DCR
3	<a href="#">View Image</a>	779248	Volume /Pg	1/19/2018 3:02:00 PM		WARRANTY DEED	A779096/DCR
4	<a href="#">View Image</a>	779249	Volume /Pg	1/19/2018 3:02:00 PM		MORTGAGE	A779096/DCR
5	<a href="#">View Image</a>	779487	Volume /Pg	1/26/2018 3:56:00 PM		MORTGAGE (PARTIAL REL)	A779096/DCR A766134/MTG
6	<a href="#">View Image</a>	787247	Volume /Pg	10/12/2018 12:08:00 PM		WARRANTY DEED	A779096/DCR
7	<a href="#">View Image</a>	787248	Volume /Pg	10/12/2018 12:08:00 PM		MORTGAGE	A779096/DCR

## Book Type

The “Book” search will vary by county. Click on the dropdown arrow and select from the available list of Book and Page documents.

<b>Book Type</b>	ABS
Book	BONDS
Tax ID/PID	DEEDS
	Document
	MIL DIS
Tax Address	MISC
	MORTGAGES
Remarks/Notes	Plat

Enter the Book and Page and click on the “Search” button.

Book Type	BONDS	
Book	T	Page 12
Tax ID/PID		
	<input type="checkbox"/> Include Parent PIDs	<input type="checkbox"/> Include Child PIDs
Tax Address		Clear
Remarks/Notes		
Search		Clear All

**NOTE:** Some counties do not have multiple books, so just the book (or volume) and page numbers would be entered.

Book	2	Page 20
Remarks/Notes		
Search		Clear All

In this example, more than one document is assigned to Volume 2, Page 20. The Document Name of **IMAGED DOCUMENT** indicates that indexing has not been completed but the image is available. Click on the [View Image](#) hyperlink to view the document.

Back to Search Page

Download Results Expand All

Double-click an item to view the detail, or click on "View Image" to view the image.

Results Returned: 3

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)	Legal(s)
1	<a href="#">View Image</a>	20	Volume 2/Pg 20	1/1/1987 12:00:00 PM		IMAGED DOCUMENT				
2	<a href="#">View Image</a>	60545	Volume 2/Pg 20	1/1/1987 12:00:00 PM		IMAGED DOCUMENT				
3	<a href="#">View Image</a>	P000083	Volume 2/Pg 20	5/14/1904 2:45:00 PM		PLATS		PLAT	PUBLIC	MOEN PARK - Block: NONE - Lot(s) 1, 2,

To search for multiple books and pages at the same time, enter the first book and page number and click on the “+” sign (this requires a site setting be turned on).

Book	2	Page 20	+
------	---	---------	---

Enter the next book and page. Click on "Search" or the "+" sign if another book and page needs to be added.

Book	<input type="text" value="2"/>	Page	<input type="text" value="20"/>	<input type="button" value="+"/>
Book	<input type="text" value="2"/>	Page	<input type="text" value="21"/>	<input type="button" value="x"/>



Results Returned: 6

#	Image Link	Document Number	Book/Page	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)	Legal(s)
1	<a href="#">View Image</a>	20	Volume 2/Pg 20	1/1/1987 12:00:00 PM		IMAGED DOCUMENT				
2	<a href="#">View Image</a>	21	Volume 2/Pg 21	1/1/1987 12:00:00 PM		IMAGED DOCUMENT				
3	<a href="#">View Image</a>	60545	Volume 2/Pg 20	1/1/1987 12:00:00 PM		IMAGED DOCUMENT				
4	<a href="#">View Image</a>	60561	Volume 2/Pg 21	1/1/1987 12:00:00 PM		IMAGED DOCUMENT				
5	<a href="#">View Image</a>	P000083	Volume 2/Pg 20	5/14/1904 2:45:00 PM		PLATS		PLAT	PUBLIC	MOEN PARK - Block: NONE - Lot(s) 1, 2,
6	<a href="#">View Image</a>	P000084	Volume 2/Pg 21	10/7/1903 3:00:00 PM		PLATS		PLAT	PUBLIC	WEST PARK ADDITION RHINELANDER - WEST PARK ADDITION RHINELANDER - WEST PARK ADDITION RHINELANDER - 22, 23, 24, 25, 26, 27, 28, 29, 30, 31 WEST PARK ADDITION RHINELANDER -

## Tax ID/PID

This search is available if the county's RecordEASE system is integrated with the county's tax system or if the Tax ID/PID numbers are being maintained within RecordEASE. Enter the Property Identification Number without any delimiters (periods, dashes or spaces) and click on "Search." RecordEASE will then either access the application to pull all associated documents, or access the county's tax system to first retrieve the legal description and then pull all associated documents. **NOTE:** If RecordEASE is accessing the county's tax system and the legal description is a partial lot or metes and bounds, the system may return more documents than needed (the results can be sorted). Also, not all counties use Parent/Child PIDs.

Tax ID/PID	<input type="text" value="07002821410014"/>
	<input type="checkbox"/> Include Parent PIDs <input type="checkbox"/> Include Child PIDs
Tax Address	<input type="text"/>
Remarks/Notes	<input type="text"/>
<input type="button" value="Search"/>	<input type="button" value="Clear All"/>

Click on [View Image](#) to view the document, or click on the plus + sign to expand the document detail to find any related documents.

Back to Search Page									
Download Results		Export to Excel		Plat Map		Expand All			
Double-click an item to view the detail, or click on "View Image" to view the image.									
Results Returned: 6									
#	Image Link	Land Type	Document Number	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)
+ 1	<a href="#">View Image</a>	T	1036573	4/29/1994 8:43:00 AM		MORTGAGE	T1062841/SM	WOODBURY FAMILY MEDICAL BUILDING CO	EASTERN HEIGHTS STATE BANK
- 2	<a href="#">View Image</a>	T	1036574	4/29/1994 8:43:00 AM		ASSIGNMENTS OF RENTS	T1062841/SM	WOODBURY FAMILY MEDICAL BUILDING CO	EASTERN HEIGHTS STATE BANK
				<b>Recorded Date:</b>	4/29/1994 8:43:00 AM				
				<b>Document #:</b>	1036574 <a href="#">View Image</a> ( Pages)				
				<b>Land Type:</b>	T				
				<b>Document Group:</b>	P-Assignment				
				<b>Document Name:</b>	ASSIGNMENTS OF RENTS				
				<b>Dated Date:</b>	3/4/1994 12:00:00 AM				
				<b>Amount:</b>	250000.00				
				<b>Grantor:</b>	WOODBURY FAMILY MEDICAL BUILDING CO				
				<b>Grantee:</b>	EASTERN HEIGHTS STATE BANK				
				<b>Legals:</b>	<a href="#">WOODDALE CENTER INDUSTRIAL PARK - Block: 1 - Lot(s) 3, 4</a> TOG W/PT VAC WOODLAN of lot 3 TOG W/PT VAC ST SUBJ of lot 4				
				<b>PID / Tax ID:</b>					
				<b>Document Notes:</b>					
				<b>Document Legal Description:</b>					
				<b>Related Certs:</b>	25375 <a href="#">View Certificate</a>				
				<b>Reference Docs:</b>	T1062841/SM <a href="#">View Image</a> (0 Page(s))				
+ 3	<a href="#">View Image</a>	T	1061515	7/3/1997 2:53:00 PM		QUIT CLAIM DEED		WOODBURY FAMILY MEDICAL BUILDING CO	WOODBURY FAMILY MEDICAL BUILDING CO
+ 4	<a href="#">View Image</a>	T	1061516	7/3/1997 2:53:00 PM		WARRANTY DEED		WOODBURY FAMILY MEDICAL BUILDING CO	LANDMARK X LTD PTSHIP
+ 5	<a href="#">View Image</a>	T	1202903	11/17/2010 11:38:06 AM		WARRANTY DEED		LANDMARK X LTD PTSHIP	LINN INVESTMENT PROPERTIES LLC
+ 6	<a href="#">View Image</a>	T	1202904	11/17/2010 11:38:06 AM		MORTGAGE		LINN INVESTMENT PROPERTIES LLC	MERCHANTS BANK NA

## Search by Address

This search is available if RecordEASE is integrated with the county's tax system or if addresses are being maintained within RecordEASE. Enter the address number in the "Tax Address" field and press the "Enter" or "Tab" key.

Tax Address	2975	x	Clear
-------------	------	---	-------

This creates a dropdown list of addresses.

Tax Address	2975 ALDRICH TRL, WOODBURY, MN, 55125	Clear
Remarks/Notes	2975 DEVONSHIRE CIR, WOODBURY, MN, 55125	
	2975 HELENA AVE N, OAKDALE, MN, 55128	
	2975 JORDAN CT, WOODBURY, MN, 55125	
	2975 KLONDIKE AVE N, LAKE ELMO, MN, 55042	
	2975 NYBECK AVE S, AFTON, MN, 55001	
	2975 OAKGREEN AVE N, STILLWATER, MN, 55082	
	2975 WHITE EAGLE DR, WOODBURY, MN, 55129	
	2975 PIONEER DR, WOODBURY, MN, 55125	
Search	Clear All	

Select the address and then click on "Search." RecordEASE will then either access the application to pull all associated documents, or access the county's tax system to first retrieve the legal description and then pull all associated documents. **NOTE:** If RecordEASE is accessing the county's tax system and the legal description is a partial lot or metes and bounds, the system may return more documents than needed (the results can be sorted).

Tax Address: 2975 PIONEER DR, WOODBURY, MN, 55125

Remarks/Notes:



Back to Search Page

Download Results Export to Excel Expand All

Double-click an item to view the detail, or click on "View Image" to view the image.

Results Returned: 8

#	Image Link	Land Type	Document Number	Recorded Date/Time	Transfers Title?	Document Name	Reference Documents	Grantor(s)	Grantee(s)	Legal(s)	Notes
1	<a href="#">View Image</a>	A	797835	4/28/1994 10:59:00 PM		PLATS		WOODBURY COMMUNITY CHURCH	WOODBURY COMMUNITY CHURCH ADDITION	516/T28/R21 - QQQ(s) SESE WOODBURY COMMUNITY CHURCH ADDITION - Block: 1 - Lot(s) 1	50' EXC N 60' OF S 590.50' OF W 185' N/K/A WOODBURY COMMUNITY CHURCH
2	<a href="#">View Image</a>	A	984254	6/4/1998 1:46:00 PM		MORTGAGE	A3169689/SM	WOODBURY COMMUNITY CHURCH	EASTERN HEIGHTS BANK	WOODBURY COMMUNITY CHURCH ADDITION - Block: 1 - Lot(s) 1	
3	<a href="#">View Image</a>	A	3169689	7/20/2001 2:12:00 PM		SATISFACTION OF MORTGAGE	A984254/MTG	WELLS FARGO BANK MN	WOODBURY COMMUNITY CHURCH	WOODBURY COMMUNITY CHURCH ADDITION - Block: 1 - Lot(s) 1	
4	<a href="#">View Image</a>	A	3169690	7/20/2001 2:12:00 PM		MORTGAGE	A3929725/SM	WOODBURY COMMUNITY CHURCH	FIRST NATL BANK HUDSON	WOODBURY COMMUNITY CHURCH ADDITION - Block: 1 - Lot(s) 1	
5	<a href="#">View Image</a>	A	3554800	11/30/2005 3:15:00 PM		SATISFACTION OF MORTGAGE	A707835/MTG	WASHINGTON MUTUAL BANK	PEDERSON, PHILIP A PEDERSON, KATHLEEN S	516/T28/R21 - QQQ(s) SESE WOODBURY COMMUNITY CHURCH ADDITION - Block: 1 - Lot(s) 1	50' EXC N 60' OF S 590.50' OF W 185' N/K/A WOODBURY COMMUNITY CHURCH
6	<a href="#">View Image</a>	A	3924576	12/31/2012 2:59:00 PM		MORTGAGE		WOODBURY COMMUNITY CHURCH	BREMER BANK NATL ASSOC	WOODBURY COMMUNITY CHURCH ADDITION - Block: 1 - Lot(s) 1	
7	<a href="#">View Image</a>	A	3924577	12/31/2012 2:59:00 PM		ASSIGNMENTS OF RENTS		WOODBURY COMMUNITY CHURCH	BREMER BANK NATL ASSOC	WOODBURY COMMUNITY CHURCH ADDITION - Block: 1 - Lot(s) 1	
8	<a href="#">View Image</a>	A	3929725	1/31/2013 12:15:00 PM		SATISFACTION OF MORTGAGE	A3169690/MTG	ASSOCIATED BANK NA	WOODBURY COMMUNITY CHURCH	WOODBURY COMMUNITY CHURCH ADDITION - Block: 1 - Lot(s) 1	

## Remarks/Notes

This field can be used to search for specific notes that may have been entered into the tract such as numbers pertaining to Lis Pendens or Financing Statements (the use of this field will vary by county). Due to variations in tract entry, it is best to enter as little information as possible.

Remarks/Notes: 1995

Document Name	Reference Documents	Grantor(s)	Grantee(s)	Legal(s)	Notes
LIS PENDENS DISCHARGE		ONEIDA COUNTY CIRCUIT COURT EDWARD R. CHARBARNEAU ESTATE	FIRST FINANCIAL BANK	FISH LAKE ADDITION - Block: NONE - Lot(s) 20 FISH LAKE ADDITION - Block: OUTLOT - Lot(s) 16	LIS PENDENS #37 1995
LIS PENDENS DISCHARGE		FIRST BANK	CENTURY SHOPPING FUND I	54/T36/R9 - QQQ(s) S2SW Part Of S2SW	LIS PENDENS #15 1995
LIS PENDENS DISCHARGE		LUETH, BURNELL LUETH, MARLENE R	HEIN, HARVEY H HEIN, JOAN	55/T38/R6 - QQQ(s) NESE Part Of NESE	LIS PENDENS #35 1995
UCC FINANCING STMT CONT		M&I MARSHALL & ILSLEY BK	KRIST OIL CO	COON & BARNES ADDITION TO RHINELANDER - Block: 2 - Lot(s) C, D, 1, 2, 12 Part of Lot 12	CONTINUE #444 1995
UCC FINANCING STMT AMEND		M&I FIRST AMERICAN BANK	M&I MARSHALL & ILSLEY BK	COON & BARNES ADDITION TO RHINELANDER - Block: 2 - Lot(s) C, D, 1, 2, 12 Part of Lot 12	AMEND #444 1995

# APPENDIX A – DOCUMENT GROUPS AND NAMES (this varies by county)

## DOCUMENT GROUP

---

### P-Affidavit

AFF NOTICE CLEAN UP COMPLETION  
AFF PROP CONTAMINATED BY  
AFFIDAVIT  
AFFIDAVIT EXEMPT HOMESTED  
AFFIDAVIT NO SELF DEALING AFFIDAVIT OF IDENTITY  
AFFIDAVIT OF PUBLICATION  
AFFIDAVIT OF REMEDIATION  
AFFIDAVIT OF SURVIVORSHIP  
AFFIDAVIT- NON-REVOCAION  
ENVIRONMENTAL MISC

---

### P-Assignment

ASSIGN OF LIEN  
ASSIGN OIL GAS  
ASSIGNMENT OF LEASE  
ASSIGNMENT OF MORTGAGE ASSIGNMENT OF TRUST  
ASSIGNMENT OF UCC/FINANCING STATEMENT  
ASSIGNMENTS (MISC)  
ASSIGNMENTS OF RENTS  
CORRECT ASSIGN MORTGAGE

---

### P-Contract for Deed

ADDENDUM CONTRACT DEED  
CANCEL CONTRACT FOR DEED  
CONTRACT FOR DEED EXTENSION  
CD

---

### P-Corporate

ARTICLES OF INCORPORATION  
CONTINUATION FINANCE STAT CORRECTION TO PLAT  
DISSOLUTION OF CORP  
FINANCING STATEMENT

---

### P-County/Municipal

ACCEPTANCE OF APPOINTMENT  
ANNEXATION  
BONDS

CERT SALE OF SEIZED PROP  
CONDEMNATION  
DEPUTATION  
ELECTION CERTIFICATE OF  
FINAL CERTIFICATE  
OATH OF OFFICE  
OFFICIAL BOND  
ORDINANCE  
PARTIAL RELEASE RIGHT WAY  
PERMIT (MISCELLANEOUS)  
PROTECTED WATERS PERMIT  
RESOLUTION  
REVOCAION OF DEPUTATION  
RIGHT OF WAY PLATS  
USE PERMIT  
VACATION  
VARIANCE  
WETLAND REPLACEMENT

---

#### **P-Court Documents**

AMENDED JUDGMENT & DECREE  
APPOINTMENT OF EXECUTOR  
BANKRUPTCY PROCEEDINGS  
CERT OF EXEMPT  
CERTIFICATE OF DEATH  
CERTIFICATION TRADE NAME  
DECLARATION CONSERVATOR  
DECREE OF CONVEYANCE  
DECREE OF DESCENT  
DECREE OF DISTRIBUTION  
DISCHARGE OF LIS PENDENS  
DISCLAIMER (NON-PROBATE)  
DISMISSAL  
EX PARTE ORDER  
FINAL DECREE  
JUDGMENT  
JUDGMENT & DECREE  
LAST WILL AND TESTAMENT  
LEASE  
LETTER OF GUARDIANSHIP  
LETTERS MISC  
LETTERS OF ADMINISTRATION  
LETTERS TESTAMENTARY  
LIS PENDEN  
LIS PENDEN CONSERVATORSHIP  
MARRIAGE CERTIFICATE  
MISCELLANEOUS ORDER



ORDER AND DECREE  
ORDER FOR DIS APP TO REG  
ORDER FOR SALE  
ORDER OF PROBATE  
ORDER TO REGISTER LAND  
PERSONAL NAME CHANGE  
PETITION  
PROBATE MISC  
STIPULATION  
SUMMONS

---

#### **P-Declarations**

AMENDED DECLARATION OF COVENANTS  
BY-LAWS  
CIC CO-OP PERSONAL PROPERTY  
COVENANTS  
DECLARATION COV/RESTRICT  
DEVELOPMENT AGREEMENT  
PARTY WALL AGREEMENT  
PROTECTIVE COVENANTS  
RENT RESTRICTION COVENANT  
TERMINATION OF COV/RESTRI

---

#### **P-Deed**

ASSIGN CONT DEED & QUIT CLAIM DEED  
ASSIGN CONTRACT FOR DEED  
CORRECTIVE DEED  
DEED (MISCELLANEOUS)  
INFORMAL DEED OF DISTRIB  
PERSONAL REPRESENT DEED  
PROBATE DEED  
QUIT CLAIM DEED  
SEVERANCE JOINT TENANCY  
STATE DEED  
TRANSFER ON DEATH DEED  
TRUSTEES DEED  
WARRANTY DEED

---

#### **P-Easement**

CONSERVATION EASEMENT  
DEED OF EASEMENT  
EASEMENT  
MEMORANDUM OF LEASE & EASEMENT

PARTIAL RELEASE EASEMENT  
RELEASE OF EASEMENT

---

### P-Foreclosure

AFFIDAVIT ADD. AMNT. RDMP  
ASSIGN SHERIFF CERTIFICATE  
CERTIFICATE OF REDEMPTION  
CERTIFICATE OF REDEMPTION - OWNER  
CERTIFICATE OF REDEMPTION - SECURED PARTY  
EXECUTION  
MECHANIC LIEN FORECLOSURE  
MEMORANDUM VOLUNTARY MTG  
MORTGAGE REDEMPTION ORDER  
MTG FORCLOSURE ORDER  
NOTICE INTENTION REDEEM  
NOTICE MORTGAGE FORECLOSE  
NOTICE OF SEIZURE  
NOTICE PEND PROCEEDING & POA  
NOTICE PENDENCY MORTGAGE  
ORDER DIRECTING SALE  
ORDER OF CONFIRMATION  
POWER OF ATTY TO FORCLOSE  
SHERIFF'S CERT FRCL LIEN  
SHERIFF'S LEVY & CERT  
SHERIFF'S REPORT OF SALE  
SHERIFFS CERT & FORECLOSE  
SHERIFF'S CERT SALE

---

### P-Lien

ALTERNATIVE CARE LIEN  
AMENDED FEDERAL TAX LIEN  
AMENDED STATE TAX LIEN  
ASSESSMENT LIEN  
ATTORNEYS LIEN  
FEDERAL JUDGMENT LIEN  
LIEN MISCELLANEOUS  
MECHANICS LIEN  
MEDICAL LIEN  
MOBILE HOME TAX LIEN  
NOTICE FEDERAL TAX LIEN  
NOTICE INTENT CLAIM LIEN  
NOTICE STATE LIEN (CHILD)  
NOTICE STATE TAX LIEN  
PROPERTY TAX DEFERRAL  
REVOCAION STATE TAX LIEN  
REVOKE REL FED TAX LIEN

---

**P-Military Discharge**

**CONFIDENTIAL – NOT AVAILABLE FOR PUBLIC VIEWING**

MILITARY DISCHARGE

---

**P-Mortgage**

ADDENDUM TO MORTGAGE  
ADJUSTABLE RATE RIDER  
AMENDED MORTGAGE  
AMENDMENTS  
ASSUMPT OF MORTGAGE  
CORRECTIVE MORTGAGE  
EXTENSION MISC  
EXTENSION OF MORTGAGE  
MODIFICATION AGREEMENT  
MORTGAGE  
REAMORTIZATION AGREEMENT  
REPAYMENT AGREEMENT  
SUBORDINATION AGREEMENT  
SUBORDINATION OF MORTGAGE  
SUPPLEMENTAL INDENTURE  
SUPPLEMENTAL MORTGAGE AGR

---

**P-Other**

ADVERSE CLAIM OF AGREEMENT - MISCELLANEOUS AUTHORIZED SIGNATURE  
BILL OF SALE  
BILL SELLER  
BONA FIDE PURCHASOR DCLAR  
CANCELLATION MISC  
CERTIFICATE MISC  
CONSENT  
CONSENT TO PLAT  
CORRECTION  
FIELD NOTES & SURVEY  
MEMORANDUM GROUND LEASE  
NOTICE (ANY TYPE)  
NOTICE-INTEREST  
PATENT  
POWER OF ATTORNEY  
PURCHASE AGREEMENT  
REVOCATION POWER ATTORNEY  
REVOCATION TRANSFER ON DEATH  
SECRETARYS CERTIFICATE  
STATEMENT OF CONTRACT  
VOID

---

## P-Plat

CEMETERY PLAT  
CERTIFICATE OF SURVEY  
CIC/TOWNHOME COMMON INTEREST COMMUNITY  
OFFICIAL MAP  
PLATS  
RIGHT OF WAY  
TERMINATION OF PLAT

---

## P-Satisfaction & Releases

APPT OF AGENT REL OF MTG  
CERTIFICATE RELEASE MTG  
DEMAND OF DISCHARGE CLAIM  
DISCHARGE MECHANICS LIEN  
DISCHARGE MISC  
PARTIAL RELEASE (MISCELL)  
PARTIAL RELEASE MECH LIEN  
PARTIAL RELEASE MORTGAGE  
PARTIAL RELEASE OF JUDGMT  
RELEASE (MISC)  
RELEASE ADVERSE CLAIM  
RELEASE ASSESSMENT LIEN  
RELEASE ASSIGNMENT RENTS  
RELEASE ATTORNEY LIEN  
RELEASE FEDERAL JUDGMENT  
RELEASE FEDERAL TAX LIEN  
RELEASE MEDICAL LIEN  
RELEASE NAME FEDERAL  
RELEASE NAME STATE  
RELEASE OF LIEN  
RELEASE OF MORTGAGE  
RELEASE PERSONAL PROPERTY  
RELEASE PROP TAX DEFERRAL  
RELEASE PROPERTY FEDERAL  
RELEASE PROPERTY STATE  
RELEASE STATE TAX LIEN  
SATISFACTION (MISC)  
SATISFACTION ASSIGN RENTS  
SATISFACTION MECH LIEN  
SATISFACTION OF ASSESSMENT LIEN  
SATISFACTION OF MORTGAGE  
TERMINATION (MISC)  
TERMINATION FINANCE STATE  
WITHDRAWAL OF FEDERAL LIEN  
WITHDRAWAL OF STATE LIEN

---

**P-Taxation**

AGRICULTURAL PRESERVE  
APPLICATION APPROVAL NEW  
COUNTY AUDITOR CERTIFICAT  
DELAYED ASSESSMENT  
EXPIRATION OF AG PRESERVE  
HOMESTEAD DESIGNATION  
REVISION OF ASSESSMENT  
TAX ASSESSMENT

---

**P-Torrens**

APPLICATION REGISTER LAND  
CORRECTION OF REGISTRARS  
EXAMINERS DIRECTIVE  
REGISTERED LAND SURVEY  
REGISTRAR'S EXCHANGE CERT  
STATE OF LOST CERT

---

**P-Trust**

CERTIFICATE OF TRUST  
CERTIFICATE OF TRUSTEE  
TRUSTEES REPORT

---