RECORDER'S GUIDE TO MICHIGAN COMPILED LAWS

Abstractors:
- **Appointment** – 53.143, 53.144
- **Bond, Accuracy of Abstracts** – 53.146
- **Compensation** – 53.144
- **Powers and Duties** – 53.145
- **Public Inspection** – 53.147
- **System of Abstracts, Authorization** – 53.141, 53.142, 53.151

Acknowledgements:
- **According to Law** – 565.601
- **Acting in Another County** – 55.287
- **Application of Law** – 565.46
- **Authorization** – 565.8
- **By Clerk or Other Certifying Officer** – 565.603, 565.23
- **Foreign** - 565.10, 565.11
- **Form** – 565.265, 55.287, 565.267
- **Notary Signature** – 55.287
- **Out of State** – 565.9, 565.10
- **Persons with Physical Limitations** – 55.293
- **Recording Defect in Acknowledgment** – 565.604
- **Requirement for Recording** – 565.201, 565.47, 565.1
- **Seal** - 565.11, 55.287

Affidavits:
- **Affidavit of Abandonment** - 600.3241
- **Affidavit of Affixture** - 125.2330i (form #BCC-961)
- **Affidavit of Facts Affecting Realty** – 565.451a, 565.451b, 565.451c, 565.452,
- **Affidavit of Marital Status** – 565.221
- **Affidavit of Mortgage Renewal** – 565.382
- **Affidavit of Purchaser** – 600.3140
- **Affidavit of Qualified Agricultural Property** – 380.1211e (form #3676)
- **Affidavit of Real Estate Valuation** – 207.504, 207.511, 207.525, 207.533
- **Affidavits Affecting Realty** – 565.451a, 565.451b, 565.451c
- **Affidavits as Evidence** – 565.453
- **Affidavits Taken in Other States or Countries** – 600.2102
- **Contents** – 565.202
- **Form Requirements** – 565.202
- **Legal Description Required** – 565.451c
- **Recording Fee** – 565.452
- **Social Security Number Prohibited** – 565.452
- **Transfer Tax Affidavit** – 207.511

Annual Report:
- **Required if Requested by Board** - 46.11(k)

Assignment of Rents:
- **Validity** – 554.212

Attachments:
- **Constitutes Lien When Recorded** – 600.4035
- **Discharge** – 600.4041

Attorney Employment: See Legal Representation

Automation Fund:
- **Fees** – 600.2567
- **Purpose & Use** – 600.2567
- **Transfer of Title** – 600.6066

Bill of Sale:
REPEALED! - P.A. 174 of 1962, No longer filed in ROD office!

Blanket Assignment or Discharge:
Fee for Additional Liber & Page(s) – 600.2567 (1)(a)
Single Recordable Event (multiple names) - 565.201

Boards of Commissioners:
Powers - 46.11
Removal of County Officer - 46.11(k)

Bond Liens:
Discharges – 765.22, 765.23
State of Michigan – 765.21

Books/Records:
Entering & Recording – 53.94
Entry Books – 565.24, 565.25, 565.26, 565.28
Indexes – 565.501, 565.502, 565.581
Land Corner – 54.206
Posting, Discharges – 565.43
Reception (Entry Books) – 565.24
Record & Accounting – 45.454
Record at Length – 565.491, 125.1449q, 565.25 (absolute), 565.105 (full copies)
Register's Duty – 565.583

Certificates:
Certificate of Death – 565.48
Certificate of Recording – 565.27
Certificate of Trust – See Trust

Certified Copies:
Fee (Seal to Exemplification – whole document) – 600.2567(1c)
Free to Certain State Officials – 600.2507
Judgment or Decree – 565.411, 565.412
Recording Lost or Destroyed Documents (by Probate Order only) - 565.321
Same as Original, True Form – 24.406, 600.2138
Seal – 565.39

Claim of Lien: See Construction Lien

Combination of Offices:
Time Frame, Process – 168.200

Compensation:
Compensation Commission – 45.471-45,474
Salaries – See Register of Deeds, Compensation

Complete Document: See Books, Record at Length

Computerized Records:
Definition of "Book" - 565.581
Indexes – 565.28
Security Index Requirement – 565.28

Condominium:
Act – 559.101-559.276
Amendments – 559.173, 559.191
Legal Descriptions – 559.164
Master Deeds – 559.108
Recording – 559.173
Replats – 559.167

Consecutive Pages:
Entering & Recording – 53.94

Consideration:
Stated on Face of Document – 207.504, 207.525

Construction Lien:
Act – 570.1101-570.1305
Claim of Lien – 570.1111, 600.2807
Discharge of Claim of Lien – 570.259
Form – 570.1108
Indexed in Same Manner as Mortgage – 570.254
Judgments – 570.1121
Legal Description – 565.101
Lis Pendens – 570.1117
Notice of Commencement – 570.1108
Notice of Furnishing – 570.1108
Priority – 570.1119
Proof of Service – 570.1111

Conveyance:
By Deed - 565-1, 565.151, 565.152
Definition – 565.35

Copies:
Assessor (Notice Only) – 211.27a (10)
Certified – See Certified Copies
Fees - 600.2567
Free to Certain State Officials – 600.2507
May Prohibit Reproduction of Records Temporarily Left or Not Recorded – 565.551 (3)
Medium - 565.551 (2)
Requests - 565.551 (2)
Supervisor (Statement Only) – 211.41a
Tax Department (Notice Only) – 211.27a (10), 211.7cc (17)

Court Orders:
Certified & Sealed Judgments and Decrees – 552.104, 565.411

Criminal Lien:
Form Requirements - 765.21

Death Certificate:
Certified Copy Recording Required for Deeds By Survivors - 565.48
Reference to Liber & Page of Previously Recorded Certified Death Certificate – 565.48

Deeds:
By Survivors – 565.48
Claim of Dower – 558.81
Clerk's Deed – See Foreclosures
Estates in Common – 554.44
Executed in Another State – 565.9
Executed in Foreign Country – 565.11
In Contemplation of Death – 205.218
Quit Claim Deed Form - 565.152
Sheriff's Deeds – See Foreclosures
Tax Certificates – 211.135
Termination of Tenants by the Entirety – 557.101
Treasurer's Deeds – See Tax Foreclosure
Validity – 565.8
Warranty Deed Form – 565.151

Deputies & Employees:
- **Acting as Register** – 53.92, 53.93
- **Appointment** – 45.41, 45.51, 53.91
- **Compensation** – 45.41 45.51, 45.401
- **Leave of Absence to Run for Office** – 15.403
- **Oath of Office** - 53.91
- **Revocation** – 53.91

Description of Real Property: See Legal Descriptions

Destruction of Records: See Public Records

Dower:
- **Requirements to Record** – 558.91

Drafter:
- **Name & Address** – 565.201a

Drain Commissioner's Right-of-Way:
- **Recording Requirement** – 280.11

Duplicate Records:
- **Separate Location** – 691.1102

Easements:
- **Drains, Recording** – 280.11
- **Surveys, Requirements** – 54.213

Election Laws:
- **Ballot Order** – 168.697
- **Death or Withdrawal of Candidate** – 168.199
- **Eligibility** – 168.191
- **Filing Fee in Lieu of Nominating Petitions** – 168.193
- **General Election** – 168.643
- **Offices** – 168.200
- **Primary Election** – 168.534
- **Selection of Office for Multiple Filings** – 168.558
- **Term of Office** – 45.514, 168.203
- **Vacancy** - 168.206

Electronic Transactions Act (UETA):
- **Act** – 450.831-450.849
- **Agreement Between Parties** – 450.835, 450.838
- **Applicability** – 450.834
- **Legal Effect of Record or Signature** – 450.837
- **Signatures** – 450.841

Enhanced Access Act:
- **Act** – 15.441-15.445
- **Definition** – 15.442
- **Fees** – 15.443
- **Policy** – 15.443

Entry Books:
- **Combination Pursuant to Records Media Act** – 565.26
- **Effect of Entry** – 565.25
- **Format** – 565.24

Examination & Inspection of Records
- **Freedom of Information Act** – 15.233
- **Register of Deeds Options** – 565.551
- **Penal Code Requirements** – 750.492

Farmland Agreements:
Expiration, Relinquishment – 324.36111
Form – 324.36104

Feasance (Due Process):
Malfeasance – 21.232 (7), Also see Article V, Section 10, Michigan Constitution of 1963
Misfeasance – 21.232 (7), Also see Article V, Section 10, Michigan Constitution of 1963
Nonfeasance – 21.232 (7)

Fees:
Automation Fund – 600.2567
Certifications – 600.2567
Copies – 600.2567
Exemptions from Remonumentation Fee – 600.2567a (5)
Fixture Filings – 440.9525
Recording – 600.2567, 600.2567a, 565.412
Remonumentation Fee – 600.2567a
Searches – 600.2567
Tax Liens – 211.666, 211.685, 421.15 (l)

Fixture Filings:
Act – 440.1101-440.11102
Fees – 440.9525
Filing Office – 440.9501

Foreclosures:
Affidavit of Abandonment – 600.3241
Chain of Title Required – 600.3204
Contents – 600.3212
Disposition of Surplus Money – 600.3252
Mortgages, Land Contracts – 600.3101-600.3180
Purchaser's Affidavit – 600.3140
Recording Time Frame – 600.3130
Redemption Amount – 600.6062
Register of Deeds Acceptance – 600.6062
Requirements – 600.3130
Taxes, Insurance Premiums – 600.3145

Forgery of Instruments:
Felony – 750.248

Fraudulent Conveyance:
Penalty – 565.371

Freedom of Information Act:
Act – 15.231-15.246
Definitions – 15.232
Exemptions – 15.243
Fees – 15.234
Inspection, Copies – 15.233
Response Time Frame – 15.235
Statutory Fee Application – 15.234

General Fund:
Deposits – 45.453

Holidays: See Office Hours

Indexes/Indexing:
- **Computerization** – 565.28
- **Construction Liens** – 570.1112
- **Contents** – 565.28
- **Duplicate Index at Separate Location** – 565.27
- **Duty** – 565.501
- **Negligence** – 565.531
- **Posting, Discharges** – 565.43

Inspection of Records:
- **Proper & Reasonable Facilities** - 565.551 (1)
- **Reasonable Rules & Regulations** – 565.551 (1)

Jeopardy Tax Assessments:
- **Filed in Same Manner as Chattels (U.C.C.'s)** – 211.693

Judgments:
- **Action to Discharge; Certified Copy** – 125.1448o
- **Certified Copies for Recording** – 600.2119
- **Discharge, Fee** – 600.6070
- **Discharge of Judgment** – 600.2811
- **Disconnection, Recording** – 123.34
- **Plats** – 560.228
- **Priority** – 600.2807
- **Quieting Title** – 600.2935
- **Relating to Realty, Certified Copy** – 565.401

Land Bank:
- **Act** – 124.751-121.774
- **Certificate of Correction** – 124.759
- **Fee** – 124.757
- **Notice of Judgment** – 124.759

Land Contracts and Memorandums:
- **Acknowledgments** – 565.351, 565.352, 565.353
- **Definitions** – 565.356
- **Foreclosure** – 600.3101-600.3180
- **Fulfillment of Contract** – 565.361
- **Land Contract Mortgage** – 565.357, 565.358
- **Recording** – 565.354

Land Corners:
- **Act** – 54.201-54.210d
- **Books, Fees** – 54.206
- **Filing with Register of Deeds** – 54.203
- **Sealed By Surveyor** – 54.208

Land Division Act:
- **Act** – 560.101-560.293
- **Assessor's Plat** – 560.201-560.213
- **Certificate of Recording** – 560.172
- **Description** – 211.25, 560.212, 560.255
- **Fees & Administration** – 560.241-560.259
- **Final Plats** – 560.131.560.198
- **General Provisions, Definitions, Requirements** – 560.101-560.109b
- **Maintenance** – 560.243
- **Penalties** – 560.261-560.293
- **Plat Changes** – 560.221-560.229
- **Preliminary Plats** – 560.111-560.120
- **Recording Requirement** – 560.252
- **Surveys** – 560.125-560.126

Land Patents:
Certified Copy – 565.301, 565.302

Land Sales Act:
Contiguous Land, Definitions – 565.802

Lease:
Conveyance – 565.35

Legal Descriptions:
Affidavits - 565.451c
Deeds – 565.151, 565.152
Full Description – 565.105
General Property Tax Act – 211.25
Land Bank, Quiet Title – 124.759
Mortgages – 565.154
Notice of Claim – 565.105
Oil & Gas Interests – 554.292
Platted Descriptions – 560.255
Real Property – 211.25, 560.212
Trusts & Certificate of Trusts – 565.432

Legal Representation:
Compensation - 49.73
Liability – 691.1408

Levy:
Discharge – 600.6070
Effect, Notice – 600.6051
Time & Notice of Recording – 565.25

Libers:
Definition – 565.26

Liens:
Construction Lien Form – 570.1111
Fees – 570.254
Judgment Liens – 600.2805, 600.2809 (form MC 94 3/06)
Judgment Lien Discharge, Penalties – 600.2811, 600.2813
Judgment Lien Expiration & Extinguishment – 600.2809
Malicious, Slanderous – 565.108
Surety on Recognizance – 765.23

Lis Pendens: See Construction Lien

Lost or Destroyed Documents: See Certified Copies

Mandamus:
Good Faith – 600.4431
Payment of Fine; Refusal, Neglect – 600.4421
Penalty – 600.4411

Marketable Record Title:
Definition – 565.101

Microfilm:
Admissibility – 600.2138
Reference to Book & Page – 565.43
Technical Standards – 24.402

Mortgages:
- **Discharge Reference to Mortgage** – 565.43
- **Failure to Provide Discharge, Penalty** – 565.44
- **Form** – 565.154
- **Received Date on Discharge of Mortgage** – 565.41
- **Time Period to Record Discharges; Penalty** – 565.44

Multiple Assignments or Discharges – See Blanket Assignment or Discharge

Mutilation of Records:
- **Penalty** – 750.491

Notice of Commencement: See Construction Lien

Notice of Furnishing: See Construction Lien

Notice of Claim:
- **Legal Description, Recording** - 565.105

Oath of Office:
- **Deputies** – 53.91
- **Time Frame** – 45.318
- **Violation of Oath** – 168.206

Office:
- **Closed Saturdays, Holidays** – 435.101
- **Fireproof Offices** – 45.16
- **Location at County Seat** – 53.90

Oil, Gas, Mineral Leases:
- **Abandonment** - 554.291
- **Assignments** – 565.81-565.85
- **Forfeiture** – 554.281
- **Lien Proof of Service** – 570.255
- **Mineral Interests, Marketable Record Title** – 565.101-565.109
- **Reservation** – 554.291, 554.292

Plats: See Land Division Act

Posting:
- **Discharge of Mortgage** - 565.43
- **Plats, Corrective Affidavits** – 560.198

Power of Attorney:
- **Record As Evidence** – 565.631
- **Recording** – 565.36
- **Revocation** – 565.37
- **Validity** – 565.602

Property Value: See Consideration

Public Employment Relations Act (PERA):
- **Act** – 423.201-423.217
- **Collective Bargaining** – 423.209
- **Requirement to Bargain** – 423.215

Public Records:
- **Destruction Penalty** – 750.491
- **Inspection** – 565.551, 750.492

Quieting Title:
- **Record Certified Copy of Judgment** – 600.2935

Reception Book: See Entry Book

Record Owner:
- **Definition** – 41.721a

Recordable Event:
- **Only One Event Per Recording** – 565.201

Recording Requirements:
- **Acknowledgment** – 565.47, 565.201 (1c)
- **Addresses** – 565.201 (1d)
- **Certified Copy of Death Certificate for Documents By Survivors** – 565.48
- **Drafter's Name & Address** – 565.201a
- **Fees Required for Recording** – 565.412, 565.491, 600.2567a
- **Font Size & Ink Color** – 565.201 (1f)
- **Legal Descriptions** – See Legal Descriptions
- **Legibility** – 565.201 (1f)
- **Margins & Page Requirements** – 565.201 (1f)
- **Marital Status for Males** – 565.221
- **Names Typed Under Signatures** – 565.201 (1)
- **Plat Name & Lot Number for Recording** – 560.252, 560.255
- **Single Recordable Event Evidenced in Document** – 565.201 (3)
- **Social Security Numbers Prohibited** – 565.201 (1g), 565.401 (2), 565.452
- **Survey Requirements** – 54.211, 54.213
- **Tax Certificate From Treasurer** – 211.135
- **Title of Document Required on First Line of Print** – 565.201 (1f)
- **Total Value of Property Stated on Deeds** – 207.504, 207.525

Recording Stamp:
- **Received Date on Discharges** – 565.41
- **Seal Placed Upon Certificate of Record After Recording** – 53.111

Records: See Books/Records

Records Reproduction Act:
- **Act** – 24.401-21.406
- **Imaging** – 24.405
- **Same Force & Effect as Original** – 24.406
- **Technical Standards, Mediums** – 24.402

Redaction:
- **May Redact Before Reproducing** – 565.551, 565.581
- **Persons May Request Redaction** – 565.551, 565.581

Recordable Event:
- **Document Can Evidence Only One Event** – 565.201(3)

Register of Deeds:
- **Accounting** – 45.454
- **Acting as Register** – 53.92
- **Bond** – 53.89
- **Combination of Offices** – 168.200
- **Compensation, Salary** – 45.401, 45.451, 53.90, 45.455, 45.471-45.474
- **Deputy Appointment** – 53.91
- **Duties** – See Specific Topic
- **Eligibility** – 168.191
- **Incumbents** – 45.455
- **Payment of Bills & Claims Authority** – 46.71
- **Obligation to Transcribe** – 565.583
- **Removal From Office** – 18.1551, 46.11(k), 168.207
- **Term of Office** – 168.203, 168.206a
- **Vacancy** – 53.93, 168.209, 201.15

Remonumentation: See State Survey & Remonumentation Fund

Re-recording:
- **Definition, Judgment Lien** – 600.2809

Salary: See Register of Deeds (Compensation)

Seals:
- **County Seal Impressed on Recorded Documents** – 53.111
- **Effect of Official Seal** – 565.39
- **Instruments Deemed Sealed** – 565.231, 565.232, 565.241
- **Notary Acknowledgment** – 55.287 (3)

Searches:
- **Grantor/Grantee Fees** – 600.2567(d)
- **Federal Tax Lien Fees** – 211.665 (4)
- **Fixture Filing Fees** – 440.9525
- **State Tax Lien Fees** – 211.684 (4)

Security Records: See Duplicate Records

Sheriffs Deeds: See Foreclosures

Signatures:
- **Original Signature or Mark** – 565.201
- **Persons with Physical Limitations** - 55.293
- **Names Typed or Printed Underneath** – 565.201

Social Security Numbers:
- **Affidavits** – 565.452
- **Judgments** - 565.401
- **Recording** – 565.201, 565.491
- **Reproduction** – 565.551
- **Request for Removal** – 565.551,565.581

State of Michigan:
- **Bond Lien, Form** – 765.21
- **Discharge, Form** – 765.22

State Survey & Remonumentation Fund:
- **Act** – 54.261-54.279
- **County Plan** – 54.268
- **Fee** - 600.2567a
- **Recordings Exempt From Remonumentation Fees** – 600.2567a (5)

Surveys:
- **Card File** – 54.213
- **Correction of Errors** – 560.198
- **Map Preparation** – 54.212
- **Map Requirements** – 54.213
- **Recording, Use of Survey Description for Conveyances** - 54.211

Survivor of:
- **Requirement of Certified Death Certificate or Reference to Liber & Page** - 565.48

Tax Certificates:
- **Required for Land Contracts & Deeds with Warranty** – 211.135

Tax Foreclosures:
- **Certificate of Error** – 211.78k (10)
- **Certificate of Forfeiture & Forfeiture Error** – 211.78g (2)
- **Deed Recording** – 211.78m (10)
- **Exempt From Remonumentation Fees** – 600.2567a (5)
- **Extinguishment of All Interests** – 211.78k (5e)
- **Notice of Judgment** – 211.78k (8)
- **Recording Deeds** - 211.78m
- **Redemption Certificate** – 211.78g (6)

Tax Liens:
- **Federal** – 211.665, 211.666
- **MESC** – 421.15
- **State** – 211.682, 211.683, 211.685

Technology Fund: See Automation Fund

Tenancy:
- **Deeds, By Entirety** – 554.44, 557.81
- **Deeds, In Common** – 554.44, 554.45
- **Deeds, Joint** – 554.44, 554.45
- **Judgments of Divorce, In Common** – 552.102
- **Termination, By Entirety** – 557.101

Theft of Public Records:
- **Theft, Destruction** – 750.491

Transfer Tax:
- **Affidavits for Auditing Use Only** – 207.511
- **County Exemptions** – 207.505
- **County Fee** – 207.504
- **State Exemptions** – 207.526
- **State Fee** – 207.525
- **Tax Stamps** – 207.508, 207.529
- **Transfer Valuation Affidavits** – 207.504, 207.511, 207.525

Transcribed Records:
- **New County** – 565.38

Trusts:
- **Act** – 565.431-565.436
- **Certificate of Trust Contents** – 565.432
- **Certificate of Trust Requires Legal Description** – 565.432
- **Certificate of Trust Form** – 565.433
- **Index Under Trust Name** – 565.436
- **Instruments Affected By Trust** – 565.431
- **Recording of Trust or Certificate** – 565.434, 565.435

Uniform Budgeting and Accounting Act:
- **Act** – 141.421 – 141.440a
- **Budget, Contents** – 141.435
- **Budget, Preparation** – 141.434
- **Chief Administrative Officer** – 141.422b
- **Elected Official Rights** – 141.438 (4)
- **Expenditures & Transfers of Funds** – 141.439
- **General Appropriations Act** – 141.436, 141.437
- **Incurring Debts** – 141.438
- **Line Items Not Mandated** – 141.436
- **Violations** – 141.440

Uniform Commercial Code: See Fixture Filings

Unrecorded Documents:
Plats – 560.252
May Prohibit Reproduction – 565.551 (3)

Vacancy in Office:
Appointment – 53.93, 168.209
Death Before Commencement of Term – 168.206a
Death of Candidate – 168.195
Deputy Acting in Case of Vacancy or Disability – 53.92
Temporary Appointment – 201.15
Vacancy Definition – 168.206

Vault:
Duplicate Records – 691.1102
Preservation – 399.5
Provision – 45.16
Requirement – 561.16

Writ of Restitution:
Quieting Title – 600.2932