

State of Michigan – Recording Act(s)

For documents executed April 1, 1997 or later, the following guidelines must be followed for the Register of Deeds offices in the State of Michigan to record the document(s).

If the instrument is executed after April 1, 1997, each sheet of the instrument must comply with all of the following requirements:

1. Must have a margin of unprinted space that is at least 2 ½ inches at the top of the first page and at least ½ inch on all remaining sides of each page.
2. Subject to the subsection (3), displays on the first line of print on the first page of the instrument shall have a single statement identifying the recordable event that the instrument evidences.
 - a. This means only (1) title per document.
 - b. Instrument titles such as the following are no longer permissible: “Mortgage and Assignment of Leases and Rents.” They must now be two separate instruments.
3. Must be electronically, mechanically, or hand printed in 10-point type or the equivalent of 10-point type.
4. Must be legibly printed in black ink on white paper that is not less than 20-pound weight.
5. Must not be less than 8 ½ inches wide and 11 inches long or more than 8 ½ inches wide and 14 inches long.
6. Must not contain any attachment that is less than 8 ½ inches wide and 11 inches long or more than 8 ½ inches wide and 14 inches long.

Large surveys and site plans cannot be attached.

THIS NEW ACT DOES NOT APPLY TO INSTRUMENTS EXECUTED OUTSIDE OF MICHIGAN OR TO THE FILINGS OR RECORDINGS OF PLATS OR OTHER INSTRUMENTS, THE SIZE OF WHICH IS REGULATED BY A PRIOR STATUTE.

- **Anything printed on the document must be in black ink.**
- **Instruments with white out on them will not be recorded by the Register of Deeds offices.**

For documents executed March 3, 2002, or later, the following guidelines must be followed for the Register of Deeds offices in the State of Michigan to record the document(s):

1. Witnesses are no longer required.
2. The “executor’s address” will no longer be required (grantor, mortgagor, etc.).
3. There must be no discrepancy in the names as they appear in the granting clause, signature and acknowledgement.

For documents executed March 3, 2002 the following guideline must be followed for the Register of Deeds offices in the State of Michigan to record the document(s):

The notary acknowledgement on all documents must also contain “Acting in _____ County”.

For additional information please contact the Minnesota Title Agency Recording Department 734-421-4000.