

## ECRV GUIDELINES

### When is a Certificate of Real Estate Value (eCRV) required?

An required electronic Certificate of Real Estate Value (eCRV) must be filed when Minnesota real property is sold or conveyed for consideration for greater than \$3,000. Consideration includes the amount of any debt assumed. Transfer documents should contain language to indicate when an eCRV is not. For example: This deed transfers real property in exchange for \$3,000 or less of consideration.

## DOCUMENTS REQUIRING AN ECRV

- Contract for Deed (including any amendments that change contract price)
- Deed assigning a vendee's new interest in a Contract for Deed
- Deed following satisfaction of Contract for Deed when the requirements in Laws 2017, Chapter 16, Section 2 are not met
- Limited Warranty Deed
- Personal Representative's Deed
- Post-Foreclosure Bank Sale
- Quit Claim Deed
- Trustee's, Conservator's, or Executor's Deed
- Warranty Deed

## DOCUMENTS NOT REQUIRING AN ECRV

- Affidavit of Additional Amounts on Redemption
- Affidavits of Survivorship
- Assignment of Extension of Mortgages
- Assignment of Satisfaction of Mechanic's or Materialman's Lien
- Assignment of Vendee's Interest in a Contract for Deed
- Assignment of Vendor's Interest in a Contract for Deed
- Cancellation of or Amendment to Contract for Deed
- Cemetery Deeds
- Certificate of Redemption: Creditor
- Certificate of Redemption: Owner
- Channel Improvement Agreements
- Correction Deeds
- Decree of Conveyance
- Decree of Court on Condemnation Proceedings
- Decree of Distribution/Order for Distribution/Decree of Descent
- Deeds Accompanying Assignments of Vendor's or Vendee's interest in a contract for Deed
- Deeds for severed mineral interest or standing timber
- Deed in Lieu of Foreclosure
- Deeds to Government Agencies for right-of-way purposes
- Designated transfer

Discharge of Notice of Lis Pendens- Partial or Complete  
 Drainage Agreements  
 Easement  
 Joint Tenancy Deeds  
 Leases  
 Mechanic's or Materialman's lien  
 Mortgage Deeds  
 Notice of Intention to Redeem- by Corporation  
 Notice of Intention to Redeem- by Individual  
 Notice of Lis Pendens  
 Notice of Mortgage Foreclosure Sale  
 Order confirming Private Sale, made pursuant to License  
 Order of License, to Sell Land at Private Sale  
 Partial Payment Certificate  
 Party Wall Agreement  
 Plats  
 Power of Attorney  
 Satisfaction of Mechanic's Lien- by Corporation  
 Satisfaction of Mechanic's Lien- by Individual  
 Satisfaction or Partial Release of Mortgages  
 Sheriff's Certificate of Sale and Assignment of Sheriff's Certification of Sale  
 Transfer in Fulfillment of a Recorded Contract for Deed  
 Wills

## ECRV BASICS

The eCRV form is composed of multiple tabs. Below is some of the information requested in the form.

Buyer and Seller	Property	Sales
Name	Legal description	Date of deed or contract
Social Security number / Tax ID number	Acreage	Total purchase amount
Contact information	Parcel ID (if known)	Down payment or equity investment
	Location	Amount seller paid
	Planned use	Delinquent special assessment paid
	Prior use	Financing details
		Personal property details (if applicable)

### CONTRACT FOR DEED REQUIREMENT

An eCRV should be submitted when the original contract to transfer the property is made. A property will not be eligible for homestead if an initial eCRV is not filed.

An eCRV is not required for the fulfillment of a contract for deed if the deed refers to the following:

- The document number or the book and page for the original contract for deed
- The consideration paid as described in the original contract for deed

If either piece of information is unavailable, an eCRV must be completed in order to transfer the deed.

### HOMESTEAD REQUIREMENT

If an eCRV is required for the newly acquired property, the new owner cannot apply for homestead until the eCRV has been filed.

Social Security Number Requirement [-]

The eCRV must contain the Social Security numbers or the federally issued individual or organizational tax identification numbers of all buyers and sellers.

Exceptions:

1. Spousal Exception: A spouse, who is not an owner of record but is releasing their marital interest in the real property, is not required to submit a Social Security number provided the deed contains a statement such as:

“(Name of spouse) claims no ownership interest in the real property being conveyed and is executing this instrument solely to release and convey a marital interest, if any, in the real property.”

2. Religious Exception: For religious objectors described in Internal Revenue Code, written documentation must be submitted to the county to show that the Social Security Administration approved the religious objection through IRS Form 4029.

### TRUST AS BUYER OR SELLER REQUIREMENT

If the trust has a Federal Employer Identification Number (FEIN):

- Choose "Organization"
- Enter the legal name of the trust (not the trustees)
- Enter the FEIN as the Tax ID

If the trust does not have a FEIN:

- Choose "Individual"
- Enter the legal name of the grantor (not the trust)
- Enter the Social Security number of the grantor
- Include a statement in the Comments box that the grantor represents a trust