

McLEAN COUNTY RECORDER  
712 5<sup>th</sup> AVENUE  
P.O. BOX 1108  
WASHBURN ND 58577

STAFF: Heidi J. Anderson, Recorder  
Pandora Hummel, Deputy  
Cassandra Goetz, Clerk

HOURS: 8:00 AM – Noon  
12:30 PM – 4:30 PM

Closed Holidays & Weekends

Phone: (701) 462-8541 Ext. 226, 227, & 223

E-mail: [hjanderson@nd.gov](mailto:hjanderson@nd.gov)

**McLEAN COUNTY SEARCHING INFORMATION/TOOLS AND TIPS**

- 1) Records prior to 1988 are being “direct indexed” or “back-entered” as time permits. All of our documents images have been digitized; we are working on entering the information. Always be aware of the verification date & use information from the document, not what is entered.
- 2) When searching by land description it is recommended you search by full quarter section. This approach will provide you with a “complete tract index” for the quarter section. McLean County indexes government lots using the quarter section where the lot is located. So if Govt. Lot 1 is located in the NE1/4NE1/4 that is how it is indexed with (Govt Lot 1) in the legal notes.
- 3) Completed in 2009, ALL Monument Corners or Corner Records have been uploaded into NDRIN. Search under “Corner Record”, by legal land description.
- 4) All city & rural subdivision plats have been uploaded to NDRIN also. For city plats, always enter city name, then subdivision name (Washburn Renners Addition). For rural subdivisions, enter subdivision name (Carvell’s First Addition).
- 5) If searching by grantor/grantee, McLean County enters last name first.
- 6) In McLean County, road right of way plats have always been recorded under a separate department designation. ROW plats prior to April 23, 2010 will bear document numbers beginning with the letters “RW-“(RW-2950) All RW plats, Outlot Plats, MT Plats, & original Survey Plats are available of NDRIN.
- 7) All indexes are available to be email or mailed for a fee of \$1.00/page & \$3.00 for delivery.