

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

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

Closed Holidays & Weekends

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

- 1) Records prior to 1982 are being “direct indexed” or “back-entered” as time permits. All of our document images have been digitized; we are working on entering the data for those documents. Always be aware of the verification date and use information from the document, rather what was 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 along with the “Govt Lot:” section.
- 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 and rural subdivision plats have been uploaded to NDRIN. For city plats, always enter city name, then subdivision name (Washburn Renners Addition or Garrison Schempp Addition). Rural subdivisions have been entered by name as shown on plat, (Carvell’s First Addition or Schlichting Subdivision).
- 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/filed under a separate department designation. ROW plats prior to April 3, 2010 will bear document numbers beginning with the letters “RW” (RW-2950). All RW plats, Outlot plats, MT plats, & original Survey Plats are available on NDRIN.
- 7) All indexes are available from our office; via email, USPS, or pickup, for a fee of \$1.00/page, plus a delivery fee of \$3.00.

