



CITY OF WATFORD CITY
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Watford City, North Dakota 58854
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www.cityofwatfordcity.com

MYLAR PLAT LANGUAGE

Mylar Plats must be 24" x 36" size with a minimum font size of 0.1 inches in height and font type of Arial, Calibri, Helvetica, or Verdana. Applicant shall work with the City to develop necessary Mylar Plat Language. At least one (1) approved Mylar Plat must be printed and submitted to the City for obtaining City signatures and final recordation with McKenzie County. The County Recorder's Office will keep this Plat after recordation. An electronic copy of the recorded document will be sent back to the City. Any additional Plats submitted for recordation will be eligible to be returned to the City to be kept on file and/or sent back to the Developer after recordation. All Plats to be recorded under the City of Watford City's jurisdiction are required to include the approved language detailed below. Please reference the additional requirements per the North Dakota County Recorder's Association detailed on page 8. Plats without the approved language, appropriate signature blocks, and other noted requirements will be rejected. All Plats to be recorded with McKenzie County must also follow the requirements detailed in the statement below. As an example of an allowable text size, the text below is printed in the font style Times New Roman in size 11.

"The North Dakota County Recorder's Association (NDCRA) is becoming aware of documents submitted for recording that have a font size too small to read once they are scanned into our recording systems. Also, attachments are being submitted that have been copied over and over again making them illegible.

I would like to take this opportunity to inform you that North Dakota County Recorders may no longer accept documents with a font size of 8 or smaller or documents that have attachments that are difficult to read or have font sizes too small to make out, especially after they are scanned and copied. Please use a 10 pitch font.

This is an example of the minimum size 10 pitch font.

N.D.C.C. [North Dakota Century Code] Chapter 11-1805.1.a.2 states that "*The printed, written or typed words must be considered legible by the recorder before the page will be accepted for recording.*" And N.D.C.C. Chapter 11-18-05.1.a.3 states "*Each real estate instrument must have a legal description **Considered to adequate by the recorder** before such instrument will be accepted for recording.*"

Property Records Industry Association (PRIA) Joint Task Force also issued a Standards Committee White Paper in March of 2000 that states "*The Task Force supports the overriding principle that any document accepted for recording must be sufficiently legible so that, after it is imaged, a clear, legible copy can be read without magnification and can be reproduced from the image.*" The Task Force also recommends "*use of text no smaller than an equivalent of 10-point size*" so the NDCRA is requesting these standards be followed.

-Debbie Kroshus, North Dakota County Recorders Association

President North Dakota Recorders Information Network:

www.NDRIN.com