

# MCLEOD COUNTY

## PROPERTY TRANSFER SEPTIC SYSTEM DISCLOSURE FORM

Environmental Services Department  
830 11<sup>TH</sup> Street East, Suite 113, Glencoe, MN 55336  
Telephone: (320) 864-1259, Fax: (320) 864-3410

**Instructions for Seller:** Complete the name, address, and property information. Determine which *one* of the following seven statements applies to the septic system and check the appropriate box. Follow specific instructions for the statement. Statements 1, 2, 4, 5, 6, and 7 require supporting documentation, which **MUST** be attached to this form. Statement 3 requires that the exemption, if any, be listed where indicated. Statement 7 requires the signature of the Buyer. **This completed form and the supporting documentation are required to be presented to the Buyer and County with the Certificate of Real Estate Value at or prior to the recording of the transfer documents.**

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**Please Print and Complete All Information:**

Seller's Printed Name(s): \_\_\_\_\_

Buyer's Printed Name(s): \_\_\_\_\_

Property Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Parcel ID#: \_\_\_\_\_ Legal Description: \_\_\_\_\_

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Township: \_\_\_\_\_ Range: \_\_\_\_\_ Section: \_\_\_\_\_ Quarter(s): \_\_\_\_\_

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**Please check the appropriate box: (Choose only one response)**

1. The MPCA Compliance Inspection Form indicates that the septic system is in compliance. A licensed inspector has issued a Certificate of Compliance. **Copy of Certificate of Compliance must be attached.**
2. The septic system was installed within the last five years and a Certificate of Compliance was issued by the McLeod County Environmental Services Department. **Copy of Certificate of Compliance must be attached.**
3. The MPCA Compliance Inspection Form need not be completed due to one of the following exemptions:
- The tract of land is without buildings or contains no dwelling or other building with plumbing fixtures.
  - No Certificate of Real Estate Value need be filed with the County Auditor-Treasurer, as per MN Statutes, Ch. 272.115, and there is no dwelling or structure on the property served by a septic system.
  - The sale or transfer completes a contract for deed entered into prior to May 1, 2006. This applies only to the original vendor and vendee on such a contract. **Copy of Contract for Deed must be attached.**
  - Any dwellings or other buildings with plumbing fixtures are connected to a municipal wastewater treatment system.

- 4. The MPCA Compliance Inspection Form indicates that the septic system is FAILING and shall be replaced or upgraded to MN Rules Ch. 7080 standards within three (3) years. **This time period is only valid if confirmed by the McLeod County Environmental Services Office.** The property sale/transfer may occur with the stipulation that the Seller and Buyer have a signed agreement as to who is responsible for the replacement or upgrade of the septic system. **Attach Copy of Agreement.**
  
- 5. The MPCA Compliance Inspection Form indicates that the septic system is an IMMINENT THREAT to public health or safety and shall be replaced or upgraded to MN Rules Ch. 7080 standards within ten (10) months. **The exact date or time period will be determined by McLeod County Environmental Services Office.** The property sale/transfer may occur with the stipulation that the Seller and Buyer have a signed agreement as to who is responsible for the replacement or upgrade of the septic system. **Attach Copy of Agreement.**
  
- 6. The Seller discloses that the septic system does not meet MN Rules Ch. 7080 requirements, would be considered FAILING or an IMMINENT THREAT, and must be replaced or upgraded to MN Rules Ch. 7080 standards within ten (10) months. **The exact date or time period will be determined by McLeod County Environmental Services Office.** The property sale/transfer may occur with the stipulation that the Seller and Buyer have a signed agreement as to who is responsible for the replacement or upgrade of the septic system. **Attach Copy of Agreement.**
  
- 7. The MPCA Compliance Inspection Form cannot be completed due to frozen soil conditions between November 1<sup>st</sup> and April 30<sup>th</sup>. The property sale/transfer may occur with the stipulation that the Seller and Buyer have a signed agreement as to who is responsible for the Compliance Inspection, which must be completed by **June 1<sup>st</sup>** of the following year, and who is responsible for the replacement or upgrade of the septic system if Failing or an Imminent Health Threat. **Attach Copy of Agreement.**

**\*\*PLEASE NOTE: THIS FORM WILL BE RETURNED UNLESS FULLY COMPLETED WITH ALL REQUIRED DOCUMENTATION ATTACHED.**

**SIGNATURES: (Required by both parties in all cases)**

We have read and acknowledge the contents of all sections above that are applicable to the septic system on the property. We understand the compliance requirements that are necessary for the replacement or upgrade of the septic system, present or future; we also understand that no real property in McLeod County shall be transferred unless the parties to the transaction have complied with the requirements of the McLeod County Individual Sewage Treatment Ordinance.

**Seller's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Buyer's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**If completed by a Third Party (i.e., realtor, attorney, auction company), please complete the following:**

Printed Name of Third Party: \_\_\_\_\_

Address of Third Party: \_\_\_\_\_

City/State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature/Date: \_\_\_\_\_

The MPCA Licensed Business List is available at <http://www.pca.state.mn.us/programs/ists/registration.html>