

## eCRV Worksheet

- To submit an electronic CRV go to [www.revenue.state.mn.us/CRV](http://www.revenue.state.mn.us/CRV)
- Click on Create or Edit an eCRV.
- Follow the filing instructions listed.
- There are additional questions that are specific to each sale, that are not listed.
- Additional questions may open depending on the answers given.
- For all categories, when additional fields are needed, click the "Add" button.

**The following information will be needed to submit the eCRV:**

(List individually the name of each Seller & Buyer)

Names of Sellers: \_\_\_\_\_ Names of Buyers: \_\_\_\_\_

Sellers New Address: \_\_\_\_\_ Buyers Address: \_\_\_\_\_

Sellers Phone #: \_\_\_\_\_ Buyers Phone #: \_\_\_\_\_

Sellers SS# or Tax ID: \_\_\_\_\_ Buyers SS# or Tax ID: \_\_\_\_\_

Property Legal Description: \_\_\_\_\_  
(Must match legal description on deed)

Property Location: \_\_\_\_\_

What kind of Property is included in this sale?

Land and Buildings      Land Only      Buildings Only

Were new buildings constructed on the property after January 1 of the sale year?

Yes    No

Will the buyer be using this property as their primary residence?

Yes    No

Will this sale result in a single parcel being split into two or more parcels?

Yes    No

Primary Parcel ID# \_\_\_\_\_ Add Parcel ID# \_\_\_\_\_

**Planned use of the Property:**

Agricultural:      Total Acres: \_\_\_\_\_      Irrigated Acres: \_\_\_\_\_      Tillable Acres: \_\_\_\_\_      Crop production? Y / N

Apartment (4+ units)      Commercial/Industrial      Industrial

Other      Seasonal Recreation (cabin)      Residential (single family)

Residential (duplex or triplex)      Rural      Timber

**Previous use of the Property:**

Select "Property Tax" and search for the parcel. Select the current year parcel and then "Tax Info". The class number and description will indicate the property use. Be aware there can be more than one use per parcel. Click "Add Use" to indicate all uses.

Agricultural:                      Total Acres: \_\_\_\_\_ Irrigated Acres: \_\_\_\_\_ Tillable Acres: \_\_\_\_\_ Crop production? Y / N  
Apartment (4+ units)              Commercial/Industrial              Industrial  
Other                                  Seasonal Recreation (cabin)              Residential (single family)  
Residential (duplex or triplex)      Rural    Timber

**Total Purchase Amount:** \_\_\_\_\_

**Financing Type:**

Cash                                      Contract for Deed                                      New Mortgage

**Any Personal Property included in sale:** \_\_\_\_\_  
**Value:** \_\_\_\_\_

**Did the Buyer lease the property before purchasing it?**

Yes    No

**If the property was previously rented, did the seller guarantee the buyer a minimum rental income?**

Yes    No

**Is the buyer eligible for property tax exemption?**

Yes    No

**Did the buyer pay for an appraisal of this property?**

Yes    No

**Did the seller pay for an appraisal of this property?**

Yes    No

**Did the buyer own property adjacent to the property purchased?**

Yes    No

**Did the buyer feel the price paid for the property was significantly different than other potential buyers would have paid?**

Yes    No

**IMPORTANT: Do not close eCRV without this information**

eCRV# \_\_\_\_\_

Edit eCRV# \_\_\_\_\_ **Needed for editing!**

**Type the eCRV number on the front page of the Document or attach the eCRV confirmation page to the end of the document.**