

County Clerk | Register of Deeds Service Plan for Public Closure

OFFICE CLOSURES AND SERVICES SUSPENDED



Pursuant to Executive Order No. 2020-21, all office locations will be closed to the public until further notice.

The following services have been suspended until further notice:

Vital Records

- New CPL applicants
 - Fingerprinting portion of application process is currently unavailable
- In-person genealogy searches
- Notary Applications
- Marriage Licenses

Register of Deeds

- Passport services
- In-person record searches
- In-person document recording

Elections

- None

Circuit Court Records

- In-person access to records
 - Call or e-mail for assistance

ONLINE SERVICES

Vital Records

- Request for Birth, Death, and Marriage Certified Copies
- Marriage License Applications
- Business Name/DBA Searches and forms for DBA
- CPL applications (Renewals only)
- Honor Rewards for veterans and businesses

Register of Deeds

- E-Recording of all Property documents
- Property Records Search

Elections

- View election information and results
- Register to vote (www.mi.gov/vote)
- Campaign Finance (submitted via e-mail)

Circuit Court Records

- E-file all civil and domestic court documents other than case initiation
- Circuit Court payments (Restitution and Court costs/fines only)
- Case Record search

MAIL SERVICES

Vital Records

- Request for Birth, Death, and Marriage Certified Copies
- Business Name/DBA application and renewal
 - Must be notarized
- Honor Rewards for veterans and businesses
- Genealogy search request

Register of Deeds

- Recording all Property documents

Elections

- Candidate filings
 - Must be notarized
- Campaign Finance
- Voter Registration

Circuit Court Records

- Circuit Court payments
- Case Initiation

APPOINTMENTS FOR ESSENTIAL SERVICES

Appointments for services deemed essential are available on a limited basis:

Vital Records

- Emergencies only at this time

Elections

- Emergencies only at this time

Register of Deeds

- None

Circuit Court Records

- Emergency hearing
 - Please call Trial Division of Circuit Court
- Personal Protection Order/PPO
 - Please call Trial Division of Circuit Court

CONTACT INFORMATION

Register of Deeds

- Phone: (616) 994-4510
- E-mail: register@miottawa.org

Vital Records

- Phone: (616) 994-4531
- E-mail: countyclerk@miottawa.org

Elections

- Phone: (616) 994-4535
- E-mail: elections@miottawa.org

Circuit Court Records

- Phone: (616) 846-8315
- E-mail: circuitcourtreports@miottawa.org

