

Covid-19 County Status

	Q: Are you open or closed to the public?	Q: If/when you are closed, will you permit searchers physical access to the indices and document images?	Q: Do you have staff recording documents now?	Q: What recording formats are currently available? (In-Person, E-Recording, Mail-in, Drop Box, NONE)	Q: What system do you use to view online documents?	Q6: Which system do you use to E-RECORD documents?	Q: Is it possible to obtain official/certified copies of documents if the Clerk's office is closed?	Q12: Is the Surrogate Court Closed to Public?
Atlantic	Closed to the Public	No access	Yes	E-recording and mail-in	NewVision Systems	Simplifile, CSC, ePN	Mailed in requests	Yes
Bergen	Open till 1pm Daily	Searchers are allowed until 1pm	Yes	E-recording and mail-in	NewVision Systems	Simplifile, CSC, ePN	Title Searchers Could Get a Copy	Yes
Burlington	Closed to public	Mount Holly office will open 7/27/20 by appointment only. Two sessions 8:30am - 11:30am and 12:30 - 3:30pm. 4 appointments for each session. Appointments made by email. Full instructions can be found at: <a href="http://www.co.burlington.nj.us/DocumentCenter/View/11777/How-to-make-an-appointment-for-the-Search-Room-at-the-County-Clerk-office-in-Burlington-County">http://www.co.burlington.nj.us/DocumentCenter/View/11777/How-to-make-an-appointment-for-the-Search-Room-at-the-County-Clerk-office-in-Burlington-County</a>	Yes	E-recording and mail-in in order. drop box in lobby, pickup at door if needed	Public Records Electronic Search System (PRESS)	Simplifile, CSC, direct portal, ePN	docs are watermarked not official currently	Closed to public. No online access. Requests for abstracts or estate copies can be sent by email <a href="mailto:surrogates@co.burlington.nj.us">surrogates@co.burlington.nj.us</a> . Payment before delivery required. Credit Card or other arrangements can be made.
Camden	Closed to public. Staff in office for now.	Opening Monday 7/13/2020. Two appointment slots 10am-12pm and 12:30pm-2:30pm. To make an appointment call Edwin at 856-225-5150	Yes	E-recording preferred, mail	NewVision Systems	Simplifile, CSC, ePN	answer pending	Closed. No online access. No staff working in the office.
Cape May	Closed to public	Starting 5/4/2020, a limited amount of searchers will be allowed in each day. Must make an appointment with the Clerk's office	Yes	E-recording and mail-in and secure drop off area in front of building.	NewVision Systems	Simplifile, CSC, ePN	Yes - Overnight request to Attn: Record Room with check. They will mail out	Yes - Staff is there. Orders can be taken by phone or mail. Docs will be mailed out
Cumberland	Closed to public	Appointment only - limited number of searchers at one time. (9:30am - 12:30pm). Call Lori at 856-453-4868 to make an appointment. Searchers should bring own mask and gloves	Yes	E-recording, mail-in, courier service	KoFile Technologies	Simplifile, CSC, Indecomm, ePN	Watermark has been released online (Clerk would prefer to keep this relatively quiet)	Yes - Staff is there. Orders can be taken by phone or mail. Docs will be mailed out
Essex	Closed to public	Opening to the searchers Monday May 18th between 8:30am & 1:00pm. The re-opening is contingent upon an arrival of Cleaning Products & PPE. "A" & "B" day schedules will apply. One searcher per company, searchers are being e-mailed their designations (not received yet as of 5/14 ) Also normal COVID-19 distance and cleaning measures do apply.	Yes	E-recording and mail-In	Public Records Electronic Search System (PRESS)	Simplifile, CSC, ePN	Searchers are not allowed in the Courthouse	Friday from 8 to 1
Gloucester	Closed to public, access to the public by appointment only for filings, 60 year search available on line for free 24/7, Mortgages prior to 1965 and Deeds prior to 1959 not available online.	STARTING MAY 18th: Title Searchers will be allowed access to the old courthouse on an appointment basis. Title Searchers may make appointments for searching between 8:30 AM and 12 PM. No more than (2) two title searchers from the same company may be present at the same time. The number of title searchers will be limited to (6) six and appointments are to be made with the Chief of Staff at 856-853-3212 or <a href="mailto:msauter@co.gloucester.nj.us">msauter@co.gloucester.nj.us</a> . Searchers will receive an email confirmation of appointment which must be provided to Sheriff's office for entry. Searchers subject to the following rules: Facemasks are mandatory; restricted to basement title searcher workspace; no access to employee lunch room and no food is permitted; must utilize men's public bathroom in basement or women's public bathroom on the 2nd floor; avoid in-person interactions with county clerk staff; must wipe down workstations and remove paper and other loose belongings at end of appointment; maintain appropriate social distancing.  If a book not accessible in the designated area is required, title searchers will contact County Clerk Staff at 856-853-3259. If copies are needed, searchers may complete an order form and call the same number to log the request. Requested books will be placed by County Clerk staff on a table in the designated area. Searchers must return the book to the table when finished.	Yes, full staff	E-recording and mail-In, counter by appointment only, no drop box, no filing at mall or satellites	Avenue 2020	Simplifile, CSC, ePN	no watermarks	Closed to public. No access to searchers. Employees in office, will read info to searcher on phone. They will email copies of docs to searchers.
Hudson	Closed to public	Open to the searchers, you must call and make an appointment.	Yes, only backlogged documents	e-Recording Only (8am-2pm)	ROAM	Simplifile, CSC, ePN	No	Yes
Hunterdon	Closed to public	Searchers may schedule an appt. to access record room between the hours of 9:00am and 3:00 pm. Searchers must call Linda 908-788-1217, Lisa 908-788-1378 or Mary 908-788-1214.	Yes	erecording and mail in. drop box coming soon	No Online Presence	Simplifile, CSC, ePN	no	yes. Searchers can access Surrogate index from clerks office via surrogate terminal. If they need copies of any documents that can email (preferred) <a href="mailto:surrogate@co.hunterdon.nj.us">surrogate@co.hunterdon.nj.us</a> or <a href="mailto:shoffman@co.hunterdon.nj.us">shoffman@co.hunterdon.nj.us</a> . They may also call 908-788-1156 or fax 908-788-1586 MODIFIED HOURS - 9 AM TO 4 PM
Mercer	Closed to public	As of June 1, 2020, open Monday - Thursday 10:00 AM to 12:00 PM BY APPOINTMENT ONLY. CALL 609-989-6233 AND ASK FOR MICHELLE. Searchers must have a specific reason for going to the record room and must be prepared to explain that reason to Michelle or other member of the staff; e.g., to get a copy of a filed map, or to obtain a copy of a deed book that is too old to be found online. Electronic records in Mercer County go back 60 years or more.	According to Clerk on 04-06-20, her staff is recording all documents, whether e-filed or mailed in. Staff is recording both remotely from home and, on some days, mail-in documents are being recorded. The Clerk has moved the Board Date to 04/01/20, because mail-in documents have been recorded through that date. Clerk's staff will not be allowed into the building every day, per the County Administrator, who is the landlord. Note that there is no recording by hand; nor is there anyone to sign for overnight delivery packages. If you cannot record via email, you must mail the documents.	E-recording and mail-ins. See Answer to Q.3. No overnight delivery; no drop-box.	NewVision Systems	Simplifile, CSC, ePN	No. The only available copies are what is available online.	Yes.
Middlesex	Closed to public	By Appointment Only - as of Thursday August 6th 1 to 3pm & Tuesday August 11th 9am to 11am	Yes	E-recording, mail-in & dropbox	NewVision Systems	Simplifile, CSC, ePN	Call clerks office to arrange they will work something out	Yes (staff is there M-F 8:30-4 phone orders are being taken for surrogate files)
Monmouth	Closed to public	Yes - searchers allowed Tuesday and Thursday only	Yes-Mon/Wed/Fri staff are in	E-recording, drop box, and mail-in	Open Public Records Systems (OPRS)	Simplifile, CSC, ePN		
Morris	Closed to public	No Searchers are permitted. On-line access only	Yes	E-recording, mail-in, Fedex, drop box	NewVision Systems	Simplifile, CSC, ePN	Docs are watermarked but they are considering removing during this crisis. should have an answer 3/20	Officially yes. Is allowing "known" searchers access. All others should contact Christopher Luongo directly at 973-285-6149 and he will provide what is needed.
Ocean	Closed to public	By Appointment Only Starting Monday August 17th - 10 available appointment sessions on a daily basis. Monday through Friday except holidays. (3 hours for each appoinemnt block 9am through nonn and 12:30 through 3:30.) Only 1 person per appotment block (limit of 5 people in the morning and 5 in the afternoon and one session per day per person with a limit of only 3 session appointments - if available - in one week as we attempt to offer a sessino to everyone.	Yes	E-recording mail/FEDEX and drop box	NewVision Systems	Simplifile, CSC, ePN	No watermarks	Yes-accepting mail
Passaic	Closed to public	The Record Room will re-open Wednesday May 27th with a limited number of searchers and an alternating schedule. The hours will be 9:00am to 2:00pm Monday, Wednesday, Friday excluding holidays.	Yes, 3 staff members	E-recording, mail-in, Fedex, drop box	Sunrise Systems	Simplifile, CSC, ePN	No	Yes

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Salem	Closed to public. No plans in place yet to re-open. Will be re-evaluated on a day-by-day basis. Will be posting new developments on their website	Beginning on 5/18, the Record Room is open to searchers by appointment only: 2 searchers per day (1 searcher per company), Monday to Friday from 1-4 pm on a rotating schedule set by County Clerk's Office. Appointment must be made by emailing the County Clerk: dale.cross@salemcountynj.com. Email must include searcher's name, phone number, and the company they are representing. Clerk's office will respond to email with an appointment date. Each searcher will be required to have their temperature taken upon entering the building, and be required to wear a mask and practice social distancing at all times while in the building. Expectation is that the searchers will focus on researching records which are not available online. Photocopiers will be available. County staff will be on hand, but they are still working on a split schedule. <a href="https://salemcountyclerk.org/record-room-opening-title-searchers-by-appt-only/">https://salemcountyclerk.org/record-room-opening-title-searchers-by-appt-only/</a>	Yes	Mail-in, FedEx, or UPS	NewVision Systems	N/A (were supposed to receive training on e-recording, but that has been delayed)	Watermark has been removed from online documents during the closure, and are now considered "official" copies	Yes, building is locked and closed to public. Reduced staff is in the office M-F 8:30 am-4 pm. Some staff is working remotely. Searchers may call the office to schedule an appointment to access records. Depending on the amount of documents requested will determine if the office staff will pull the documents or if they will require the searcher to make an appointment to pull the documents. Emergent matters in the Superior Court are being accepted via email. Probate documents are also being accepted via email to start the filing process, but the original documents (via mail, FedEx, UPS, or dropbox) are still required in order to complete the filing. Documents placed via the dropbox should call the Surrogate's office to notify them that they are placing the order in the drop box and their staff will retrieve it.
Somerset	Closed to public. Will be re-evaluated on a day-by-day basis.	Title searchers can email countyclerk@co.somerset.nj.us to make an appointment. Each searcher is limited to one, one hour time slot per day. The first slot is 9-10 am and the last slot is 2-3 pm. They must wear a mask and gloves while in the building.	Yes. Erecording is being done remotely. Limited staff is coming into the office to handle recording documents sent via mail, FedEx, UPS	E-recording and mail-in (US Postal Service, FedEx, UPS)	Aumentum Recorder - Public Access Web UI	Simplifile, CSC, ePN, Indecomm	Watermark has been removed from online documents during the closure, and are now considered "official" copies	Yes, closed to public and searchers. Staff in office M-F 8:30 am to 4 pm. Deputy Surrogate Stanley Layton, Esq will reply to document requests via email. "Modest size estate" documents will be returned via email. "Large estates" will be handled on a case by case basis and may require additional time to process. If the county shuts down, it is currently unknown if he will have access to their software and records, but he has access to his office email and phone from outside the office.
Sussex	Closed to public	Starting 5/18/2020 - Professional Searchers ONLY will be allowed in the Records Room from 8am - 4pm. All searchers must wear a mask and gloves and bring their own pencils. Searchers should refer to website after 5/5 for updates - www.sussexcountyclerk.org	Yes	No e-recording. Mail-in is allowed.	ROAM	Simplifile, CSC, EPN	No watermarks on documents available on web	No answer when called
Union	Limited access for public/searchers	Searchers and the public can access the land records, a/k/a the searchers' vault. The number of people allowed in the searcher's vault at one time is ten (10). If a searcher arrives when ten people are in the vault, that searcher must wait until one person leaves. Be sure to bring valid ID. <b>SEARCHERS AND OTHER VISITORS MUST WEAR MASKS AND GLOVES IN THE VAULT.</b> All documents received by mail, overnight delivery and e-filing are being recorded. <b>WALK-IN RECORDINGS ARE NOT ACCEPTED FOR IMMEDIATE RECORDATION.</b> Such recordings "get in line" with the mail-ins.	Yes - as of 10:00 AM on April 7th.	All formats, except walk-in. Any document brought "in person" will be treated as if it were mailed or sent by overnight delivery. No longer can you make an appointment to hand deliver a document and have it recorded immediately.	TOMCAT	Simplifile, CSC	Yes, but Clerk's office requests that all requests are made by mail or overnight delivery, to reduce the number of people coming to the office. Call before going to the Clerk's Office 908-527-4787. SEE ANSWER TO QUESTION #4.	Office is open from 8:30 AM until 12:30 PM Monday and Thursday only. Call 908-527-4280 during those hours to see if someone will allow you to come to the office. Email address is sbardi@ucnj.org The office is accepting and responding to regular mail. Surrogate's office also can be contacted by filling out the "Information Sheet" on the Surrogate's webpage. Fill it out with your request and fax it to the number on the page.
Warren	closed to the public	8/31/2020. Appointments are required. Call the Clerk to make an appointment, based on availability not specific slots.	YES	Mail in and eRecording only	Info Quick Solutions	Simplifile, CSC, ePN	Docs are watermarked but the clerk has lowered the cost of obtaining an unmarked doc to .05 per page during the crisis. (on line) Once crisis is over the cost will go back to .25 per age.	Closed to public and searchers. May make request via email or fax and office will respond. email shuff@co.warren.nj.us FAX- 908-475-4219