

HUGH NGUYEN

CLERK-RECORDER

PROPERTY RECORDS
BIRTH AND DEATH RECORDS
MARRIAGE LICENSES/RECORDS
PASSPORTS
FICTITIOUS BUSINESS NAMES
NOTARY REGISTRATION
ORANGE COUNTY ARCHIVES

NEWS RELEASE

For Immediate Release

Jan. 23, 2014 Questions? Call (714) 834-2500

Clerk-Recorder Extends Hours at Offices in Fullerton and Laguna Hills

Effective February 3rd, the Orange County Clerk-Recorder will be extending the hours at the department's branch offices in Downtown Fullerton and at the Laguna Hills Civic Center. The branch offices will now be open to the public from 9:00 am to 4:30 pm.

Previously, the branch offices were open until 4:00 pm while the department's main offices in Santa Ana stayed open until 4:30 pm.

The change comes as part of Clerk-Recorder Hugh Nguyen's commitment to serving the public by making the department's services more accessible and convenient to the public.

"I am listening to the public's demands for consistent hours at all of our locations," Clerk-Recorder Hugh Nguyen said. "This change will reduce confusion and will make it easier for the public to get service at any of our locations without having to rush to beat the clock."

In addition to extending hours at the branch offices, Clerk-Recorder Hugh Nguyen has opened the branch offices and the department's passport and marriage units at the Old County Courthouse for one Saturday each month since June to help customers who can't make it to the offices during regular business hours.

Customers can obtain the following services at the branch offices during new hours: copies of birth, death and marriage certificates; marriage licenses and ceremonies; copies of property records; filing a fictitious business name statement; Notary Public oaths and bonds and filing an Environmental Impact Report.

Real property recordings will continue to be processed until 4:00 pm at both branch offices. The department's main office in Santa Ana will continue to process real property recordings until 4:30 pm.

For more detailed information about our locations and services please visit www.ocrecorder.com

The County Clerk-Recorder provides a variety of public services, including: recording documents relating to real property transactions; maintaining and issuing copies of birth, death and marriage certificates; issuing marriage licenses and performing civil wedding ceremonies. The department additionally files Fictitious Business Names and Notary Public oaths and bonds. The department also oversees the Orange County Archives.

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