OFFICE CLOSURE and LIMITED SERVICES
UPDATED 05/2020

Even though some restrictions in place to slow the spread of the Coronavirus (COVID-19) have been lifted, the County Administration Center continues to be closed to the public. The Clerk/Recorder and Election Offices will provide services for walk-in customers BY APPOINTMENT ONLY. Most appointments are available Monday – Friday 9am to 3:30pm. Please see below for more details.

Recording - Real estate recordings can be accepted for walk-in customers by appointment. Title companies and their couriers will continue to be assisted daily, under strict guidelines. We will also continue to process documents sent through the mail as usual. If you prefer a “no contact” recording, a drop box is located outside the East door of the County Administration Building, M – F 8am to 4pm. Documents, with payment, may be dropped there and any receipts or copies will be mailed to you.

Official Record Copies and Searches – The Public Research Area is available by appointment in 2 hour time slots. Copies of Official Records may still be requested through the mail and completed requests will be returned through the mail. Please visit www.amadorgov.org/government/recorder-clerk to find fee schedules. An online index search is also available at www.criis.com

Birth, Death, and Marriage Records Requests – Walk-in requests for vital records can be completed by appointment or you may still submit them through the mail. Please visit www.amadorgov.org/government/recorder-clerk/forms-and-information to obtain the necessary forms.

Marriage Licenses – Marriage Licenses will be issued only to Amador County residents, with proof of residency and by appointment, until further notice. Appointments for marriage licenses may be scheduled for Tuesdays, Wednesdays or Thursdays at 9:30, 10:30 or 11:30 by calling the number above. For forms and detailed instructions please visit: https://www.amadorgov.org/government/recorder-clerk/clerk-s-office/marriage-license

Fictitious Business Name Statements – Any member of the public may file their statement or request copies of a statement through the mail, by leaving it in the drop box or by appointment. Forms and a fee schedule are available at www.amadorgov.org/government/recorder-clerk

Phone Calls - Calls will be answered based on availability of staff. Please call (209) 223-6468 for questions. If you have trouble getting through, please be patient and try again.

Elections – Also by appointment only. For questions please call (209)-223-6465 or visit www.amador.vote