

# Hunterdon County Clerk's Office

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908-788-1214  
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## **UPDATED MARCH 19-APRIL 3, 2020:** **HUNTERDON COUNTY CLERK'S OFFICES** **CLOSED TO THE PUBLIC**

03/26/2020

Due to the rapidly changing COVID-19 situation, effective Wednesday, March 26, 2020 through Friday, April 3, 2020, the Hunterdon County Clerk's Office will be closed to the public, with limited exceptions. Essential County Clerk employees will report to work and will be available by phone and email. Our core work hours will be Monday-Friday, 8am-3:00pm. The phones will be answered by staff.

### **For the County Clerk's Election Office:**

- All walk-in services are temporarily suspended. For hand deliveries, including Vote by Mail applications and candidate petitions other inquiries, please call the County Clerk's Office at (908)788-1214 or via email at [countyclerk@co.hunterdon.nj.us](mailto:countyclerk@co.hunterdon.nj.us) or the Deputy Clerk at (908)788-1378 or via email at [lmena@co.hunterdon.nj.us](mailto:lmena@co.hunterdon.nj.us)
- For additional election information, including information regarding the filing of petitions, please visit our website at [www.co.hunterdon.nj.us/countyclerk.htm](http://www.co.hunterdon.nj.us/countyclerk.htm)

### **For the County Clerk's Recording Services (Hall of Records):**

- We will continue to accept recordable instruments via mail and e-Recording. For hand deliveries of recordable instruments, please call (908) 788-1221. We are continuing to record.
- We strongly recommend e-filing through one of our approved providers of e-filing of documents- questions regarding e-filing should be directed to Deputy Clerk Lisa Mena at (908)788-1378 or via email at [lmena@co.hunterdon.nj.us](mailto:lmena@co.hunterdon.nj.us):

CSC [www.erecording.com](http://www.erecording.com)

ePN [www.GOePN.com](http://www.GOePN.com)

Simplifile [www.simplifile.com](http://www.simplifile.com)

- For trade name services, please contact (908)788-1223 or (908)-788-1224.
- Should you have an emergency situation, please contact our office at (908)788-1221 and your call will be directed to the staff member best equipped to serve your needs.

### **For the County Clerk's Search Room (Hall of Records)**

- The Hunterdon County Clerk's records are not available online. The Search Room will be closed to the public. We will have limited access for our Title Searchers by appointment only that routinely provide their services. For appointments-Title Searchers may call Lisa Mena at (908)788-1378 or Linda Martorano at (908)788-1221. If you need other assistance, please email me at [countyclerk@co.hunterdon.nj.us](mailto:countyclerk@co.hunterdon.nj.us) or Lisa Mena at [lmena@co.hunterdon.nj.us](mailto:lmena@co.hunterdon.nj.us) .

### **For the County Clerk's Passport/Notary Services/Veteran IDs**

- The Hunterdon County Clerk's office will be suspending all passport services, Notary Oaths, Veteran's ID's through April 3, 2020 including our extended hours. If you have an issue, please contact me at (908)788-1214 or via email at [countyclerk@co.hunterdon.nj.us](mailto:countyclerk@co.hunterdon.nj.us) or Deputy Lisa Mena at (908)788-1378 or via email at [lmena@co.hunterdon.nj.us](mailto:lmena@co.hunterdon.nj.us)

You may reach me at (908)788-1214 or via email at [countyclerk@co.hunterdon.nj.us](mailto:countyclerk@co.hunterdon.nj.us) or Deputy Clerk Lisa Mena at (908)788-1378 or via email at [lmna@co.hunterdon.nj.us](mailto:lmna@co.hunterdon.nj.us) with any questions or concerns on any subject related to our office that has not been addressed above.

We apologize for any inconvenience this temporary closure may cause. Our employees' health and safety as well as your health and safety are of the utmost importance to us. Please check the County Department of Health Corona Virus Website for the latest vetted and verified information:  
<http://www.co.hunterdon.nj.us/coronavirus.html>.

All our best from our office to our friends that everyone gets through this healthy and safe,

*Mary H. Melfi*

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County Clerk & Staff