

	Q1: Are you open or closed to the public?	Q2: If/when you are closed, will you permit searchers physical access to the indices and document images?	Q3: Do you have staff recording documents now?	Q4: What recording formats are currently available? (In-Person, E-Recording, Mail-in, Drop Box, NONE)	Q6: Which system do you use to E-RECORD documents?	Q9: 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?	Updated as of
Atlantic	Closed to the Public	No access	Yes	E-recording and mail-in	Simplifile, CSC	Mailed in requests	Yes	4/1/2020
Bergen	Open till 1pm Daily	Searchers are allowed until 1pm	Yes	E-recording and mail-in	Simplifile, CSC	Title Searchers Could Get a Copy	Yes	4/1/2020
Burlington	Closed to public	No searchers, reviewing policies and procedures RE sanitation	No	E-recording and mail-in in order, drop box in lobby, pickup at door if needed	Simplifile, CSC, direct portal	docs are watermarked not official currently	Closed to public. No online access. Requests for abstracts or estate copies can be sent by email surrogates@co.burlington.nj.us MA - Payment before delivery required. Credit Card or other arrangements can be made.	4/1/2020
Camden	Closed to public. Staff in office for now.	No searchers	Yes	E-recording preferred, mail	Simplifile, CSC	answer pending	Closed. No online access. No staff working in the office.	4/1/2020
Cape May	Closed to public (at least 3/31/20)	No searchers	Yes	E-recording and mail-in and secure drop off area in front of building.	Simplifile, CSC	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	4/1/2020
Cumberland	Closed to public	No searchers	Yes	E-recording, mail-in, courier service	Simplifile, CSC, Indecomm	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	4/1/2020
Essex	Closed to public	Closed to the Searchers	Yes	E-recording and mail-In	Simplifile, CSC	Searchers are not allowed in the Courthouse	Friday from 8 to 1	4/1/2020
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.	No searchers, unless they have a special need with an appointment. One public searcher station open and supervised. (consistent with Surrogate Sanitation to occur once they leave	Yes, full staff	E-recording and mail-In, counter by appointment only, no drop box, no filing at mail or satellites	Simplifile, CSC	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.	4/1/2020
Hudson	Closed to public	Closed to the Searchers	No	NONE	Simplifile, CSC	No	Yes	4/1/2020
Hunterdon	Closed to public	Searchers may schedule an appt. to access record room between the hours of 6:30 am and 9:30 am. 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	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) surrogate@co.hunterdon.nj.us or shoffman@co.hunterdon.nj.us . They may also call 908-788-1156 or fax 908-788-1586 MODIFIED HOURS - 9 AM TO 4 PM	4/1/2020
Mercer	Completely Closed	No.	According to Clerk on 04-1-20, her staff is recording all documents that are e-filed. Staff is recording remotely from home. No mail is being delivered, and the courthouse is not open for receipt of overnight delivery. "At some point" (quoting the Clerk) she will have to pick up the mail and record the documents that have been stacking up, but she doesn't know when. If she does that, she'll have to reopen the office to the staff, which she cannot do yet; the building belongs to the county, and it is closed for all purposes. Even the prosecutors have been barred.	Mail-in documents are not being delivered to the Clerk's Office. This will be the case until the Clerk's Office is reopened; also no drop box, no overnight deliveries. There are no staff members at the Clerk's Office	Simplifile, CSC	No. The only available copies are what is available online.	Yes.	4/1/2020
Middlesex	Closed to public	No searchers	Yes	E-recording, mail-in & dropbox	Simplifile, CSC	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)	3/31/2020
Monmouth	Closed to public	Mond; Wed and Thurs only	Yes	mail-in	Simplifile, CSC			4/1/2020
Morris	Closed to public	No Searchers are permitted. On-line access only	Yes	E-recording, mail-in, Fedex, drop box	Simplifile, CSC	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.	4/1/2020
Ocean	Closed to public	No searchers	Yes	E-recording mail/FEDEX and drop box	Simplifile, CSC	No watermarks	Yes-accepting mail	4/1/2020
Passaic	Closed to public	No searchers	Yes, 3 staff members	E-recording, mail-in, Fedex, drop box	Simplifile, CSC	No	Yes	4/1/2020

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Salem	Closed to public. Will be re-evaluated on a day-by-day basis. Will be posting new developments on their website	No searchers	Yes	Mail-in, FedEx, or UPS	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.	4/1/2020
Somerset	Closed to public. Will be re-evaluated on a day-by-day basis.	No searchers	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)	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.	4/1/2020
Sussex	Closed to public	No searchers	Yes	No e-recording. Mail-in is allowed.	Simplifile, CSC, EPN	No watermarks on documents available on web	No answer when called	4/1/2020
Union	Searchers and the public can access the land records, a/k/a the searchers' vault. The number of people allowed in may be limited if it gets too crowded. If you want to record documents by hand, you have to make an appointment. All documents received by mail, overnight delivery and e-filing are being recorded.	See answer to Q. 1.	Yes - as of 10:00 AM on April 1st.	All formats. but before trying to record by hand, make an appointment. Call 908-527-4787. Clara re-emphasized that if you want to record by bringing a document in to the Office, you must MAKE AN APPOINTMENT.	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 sbandi@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.	04/01/20 @ 10:00 AM
Warren	CLERK'S OFFICE IS NOW OPEN	No seachers on line access only	YES	Mail in and eRecording only	Simplifile, CSC	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 page.	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	3/27/2020