



Rebecca Martinez, County Clerk-Recorder and Registrar of Voters

FOR IMMEDIATE RELEASE – JUNE 25, 2020

From: Rebecca Martinez, County Clerk-Recorder

UPDATED OFFICE CLOSURE and ALTERNATIVES TO WALK-IN SERVICES

As a precautionary measure to continue to help slow the spread of COVID-19 (Coronavirus), the County Clerk-Recorder and Registrar of Voters Office will only be accepting customers by appointment until further notice. A drop box will remain in the Government Center Lobby, located at 200 W. 4th Street, Madera, where you can deposit vital record requests, voter registration forms, and documents for recording. Please provide your contact information in the event of questions or missing information necessary to complete your request. **Calls to the office will be answered Monday through Friday from 8:00 until 5:00 pm; however, the office will be closed between 12:00 – 1:00 pm.**

To request a 30-minute appointment, please call our office directly at (559)675-7724 or (559)675-7721 during normal business hours or submit an email request to CountyClerkInfo@maderacounty.com.

Please note the following when preparing for your appointment:

- Appointments are limited to 2 individuals and masks are required. To ensure social distancing, parties may be asked to wait in the Lobby.
- Debit/Credit cards are not accepted at this time.
- All forms and applications must be completed prior to your appointment. Applications are available online at www.maderacounty.com or in the Government Center Lobby.
- **Same-day appointments will not be accommodated.**

The following services will be available by appointment between 8:00 am and 4:00 pm.

- Birth, Death, & Marriage Record Requests
- Marriage Licenses (Madera County residents ONLY)
- Fictitious Business Name Statements
- Official Record Searching and Copy Purchases
- Recording Appointments available between 8:00 am and 3:00 pm.

