

NOTIFICATION OF LIMITED SERVICES

Friday, September 21, 2018

September 12, 2018

Due to the implementation of a new recording system, our office will be unable to **RECORD** documents submitted for recordation in the Official Records on Friday, September 21, 2018. We will offer the following limited services on this date at any one of our six office locations:

- Accept and hold documents for recordation once our new system is operational
 - Any documents dropped off for recording can be picked up after Monday, September 24, 2018 at the point of drop off or mailed to a designated address
- Accept passport applications
- Issue marriage licenses and perform ceremonies without recordation of the marriage license
- Accept tax deed deposits from the Tax Deed sale held on September 20, 2018
 - Note: Tax Deeds will not be issued until Monday, September 24, 2018

Office locations:

- Parkway Recording Clerk's Office: 700 S. Park Ave., Bldg. B, Titusville, FL 32780
- Six Story Customer Service/Clerk's Office: 400 South Street (2nd floor), Titusville, FL 32780
- Viera Clerk's Office: Moore Justice Center, 2825 Judge Fran Jamieson Way, Viera FL 32940
- Melbourne Clerk's Office: 51 S. Nieman Ave., Melbourne FL 32901
- Merritt Island Clerk's Office: Sheriff's Dept. Complex, 2575 N Courtenay Parkway, Room 219, Merritt Island, FL 32953
- Palm Bay Clerk's Office: 450 Cogan Drive SE, Palm Bay FL 32905

Thank you for your patience during this transition. We look forward to serving you when we reopen with full services on Monday, September 24, 2018. If you have any questions, please contact Justine Winik (Recording Manager) at 321-637-2006 with any questions.