

COUNTY CLERK / REGISTER OF DEEDS

KENT COUNTY ADMINISTRATION BUILDING
300 MONROE AVENUE, N.W.
GRAND RAPIDS, MI 49503
TELEPHONE (616) 632-7640



LISA POSTHUMUS LYONS
County Clerk / Register

ROBERT J. MACOMBER
Chief Deputy Clerk / Register

FOR IMMEDIATE RELEASE

March 17, 2020

Contact: Rob Macomber; 616-632-6740
rob.macomber@kentcountymi.gov

Kent County Clerk / Register of Deeds Office Suspending In-Person Transactions Until Further Notice

Grand Rapids, MI: Kent County Clerk/Register Lisa Posthumus Lyons announced this morning that as of 12 Noon today, March 17, the Clerk/Register's office is suspending in-person transactions until further notice.

“Protecting the health and safety of our staff and citizens is critical,” Lyons said. “Therefore, we are suspending in-person transactions in my offices. Thankfully, a vast majority of our services can be requested and provided through other methods, especially online at accesskent.com. We will work to reassess the situation surrounding COVID-19 on a weekly basis to determine when we will re-open our offices to in-person transactions. We thank the public for their understanding in this challenging time.”

This change, effective until further notice will apply to the Clerk Office (Vital Records), Elections Department, Register of Deeds, and Clerk of the Circuit Court. A listing of how customers can still request or obtain common services, as well as contact information for clarification, is below.

Clerk / Register of Deeds
clerk-register@kentcountymi.gov

Until further notice, the Kent County Clerk/Register's Office will be serving customers via online or by mail services only. Below are specifics relating to service changes:

Clerk - Vital Records:

616-632-7640

<https://www.accesskent.com/CountyClerk>

- Certified copies of birth, death, marriage, business certificates/licenses/registrations can be requested online; copies will be mailed via USPS, no in-person pick-up available.

- New birth and death certificates received via hospital or funeral home will be processed; copies will be mailed via USPS, no in-person pick-up available. No new home births processed until further notice.
- New marriage licenses applications accepted online only, applicants will be contacted
- No new CPL applications accepted until further notice; renewals processed online via MSP website
- No new notary applications accepted until further notice
- No in-person access to records until further notice; call or email for assistance

Clerk – Elections:

616-632-7650

<https://www.accesskent.com/Elections>

- All candidate filings (Affidavit of Identity, Statement of Organization, campaign finance reports) are to be submitted via email: gerrid.uzarski@kentcountymi.gov. Payments for candidate filings should be mailed. Receipt of filings will be confirmed.
- Individuals needing to turn in petitions should contact the Elections office to make an appointment.
- No in-person access to records until further notice; call or email for assistance

Clerk of the Circuit Court:

616-632-5480

<https://www.accesskent.com/Courts/Clerk>

- Pleadings must be mailed to the court with the appropriate filing fee. Please do not send cash through the mail.
- Ex-Parte Pleadings may be submitted to: ccclerksexparte@kentcountymi.gov. Appropriate filing fees must be mailed or waived. More information forthcoming regarding online payments.
- Restitution payments must be paid on-line at: <https://accesskent.com/CCRemittance/>
- Certified court records available online at: <https://www.accesskent.com/CCRecords/>
- No in-person access to records until further notice; call or email for assistance

Register of Deeds:

(616) 632-7610

<https://www.accesskent.com/RegisterofDeeds/>

- E-recordings will be processed uninterrupted
- Filings received via USPS will be processed uninterrupted. For urgent filings, call or email the office.
- Searches and recording copies are available online; will be mailed via USPS
- No in-person access to records until further notice; call or email for assistance

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