NEW VAULT HOURS
8:00 A.M. — 4:30 P.M.
MONDAY – FRIDAY

VAULT RULES:
✧ NO electronic devices are permitted for making copies of records inside the vault (*please see posted printing policy*).

*This includes:*
✓ cameras
✓ cell phones
✓ iPads/tablets
✓ laptops
✓ scanners
✓ any recording equipment

✧ NO food or beverages.
✧ DO NOT remove any pages from the books.
✧ DO NOT remove any records from the vault.
✧ PLEASE ask staff for assistance with the microfilm if you do not know how to use the viewer.

**Also:** Our records can be searched through a link on our website after business hours.

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**THE VAULT CLOSES AT 4:30 P.M. DAILY!**
*If you have not completed your research, you will be asked to come back.*

Any violations of these rules may result in your access to the vault being limited or prohibited and is at the discretion of the Register of Deeds.

Please remember: These rules are intended to protect the integrity of the records.