



PUBLIC NOTICE

The Hunt County Clerk's Office to Resume Normal Hours

Beginning May 18, 2020 the Hunt County Clerk's Office will resume normal business hours

8:00 am to 4:30 pm.

We will conduct in person transactions by appointment only. This will allow us to ensure social distancing and time to sanitize the public areas between customers.

The appointments will be limited to the party/parties REQUIRED to complete the transactions. Please do not bring additional family members, friends or small children.

***Request for certified copies of vital records: in-person issuance:** birth, death, certified copies of a marriage certificate: please complete the applications prior to your appointment, they are located on the county website or will be available outside the office. The County website is: www.huntcounty.net and the forms can be found under the County Clerk information.

***Filing a DBA (Assumed Name) in Person:** the form may be printed from the county website, www.huntcounty.net and must be completed and notarized before recording. We do not have a notary in our office.

***Application for Marriage License:** new processes are in place, please see the online application information on the county website at www.huntcounty.net located in the County Clerk Marriage License section. The application will need to be completed and instructions followed in order to receive an appointment for the actual issuance of the license.

***Property Records:** filing documents must be complete, we do not provide any property recording forms or notary services.

In order to further protect staff and our public community, please use a mask or have your nose and mouth covered during your appointment.

If you have traveled in the past 2 weeks, are currently sick, have been sick in the past 2 weeks, have been exposed to someone that is currently sick or has been sick in the past 2 weeks, please postpone this process as to not put our staff at a possible higher risk.

Jennifer Lindenzweig
County Clerk, Hunt County