



BENCHMARK TITLE AGENCY, LLC

222 Bloomingdale Road, White Plains, New York 10605
(914) 250-2400 • (212) 308-0840 Fax: (914) 422-1550
www.BenchmarkTA.com

Proud to be a NYS and NYC MWBE certified business

Representing:

AmTrust Title Insurance Company
Commonwealth Land Title Insurance Company
Chicago Land Title Insurance Company
Fidelity National Title Insurance Company
First American Title Insurance Company
Stewart Title Insurance Company
Westcor Land Title Insurance Company
WFG National Title Insurance Company
Old Republic National Title Insurance Company

COUNTY CLERK STATUS

(Updated: 3/31/2020 - 11:00am)

COUNTY R-3	PHONE NUMBER	STATUS
Westchester	914-995-3081	Westchester – Effective 3/31/20 – closed to the public. Online searching available. E-recordings and mail will be accepted including BLA's, NOL and ML's. Surrogate Court is closed.
Albany	518-487-5101	Open. Recordings accepted by e-recording and mail.
Allegany	585-268-9270	50% staff until 4/15/20. Hours 8:30am-4:00pm.
Bronx	718-590-3648	Skeleton staff until further notice. Office is accepting all submissions and payments etc. Recording staff is working remotely at this time. Will update NYSLTA of any changes. Documents notarized via Online Notary as described in the Governors Order will be accepted. NOTE *A Certificate of Conformity must accompany the filing. Clerk is closed for all non-essential filings.
Broome	607-778-2272	Open, but considering limiting hours and staff reduction. E-recordings are suggested.
Cattaraugus	716-938-9111	Open. Recordings accepted by e-recording, mail and drop box. Searches by appointment only.
Cayuga	315-253-1271	Open – accepting e- recordings and have a recording drop box.
Chautauqua	716-753-4331	Clerk is open but is closed to the public. Everything to be submitted by e-record, e-file or US mail. Records search limited to online.
Chemung	607-737-2920	Open
Chenango	607-337-1450	Open
Clinton	518-565-4700	Open
Columbia	518-828-3339	Open, expect to have 50% staff in the near future. Recording delays
Cortland	607-753-5021	Open, expect to have 50% staff in the future. Recording delays
Delaware	607-746-2123	Open, will reduce to 50% staff effective 3/18/20. Recording delays
Dutchess	845-486-2132	Open – accepting e-recording and mail
Erie	716-858-8865	Open
Essex	518-873-3600	Open, with 50% staff effective 3/17/20. NYS guards are posted at location and will deny entry based on health evaluation. Recording delays
Franklin	518-481-1681	Clerks office closed and operating with remote access until further notice.
Fulton	518-736-5555	Open
Genesee	585-344-2550	Open



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Greene	518-719-3277	Open
Hamilton	518548-7111	Open - Emergency Order signed on 3/17/2020 prohibiting anyone from entering any public buildings and offices in Hamilton County without an appointment (other than those to file designated petitions w Board of Election or the Dept of Social Services which is exempt from the restriction) This is to remain in effect until removed by Order of the Chief Executive. The order may also be renewed in (5) day-increments.
Herkimer	315-867-1129	Open
Jefferson	315-785-3312	Open, but considering closure or limitations. Updates will be posted on their Facebook page.
Kings	347-404-9750	Skeleton staff until further notice. Office is accepting all submissions and payments etc. Recording staff is working remotely at this time. Will update NYSLTA of any changes. Documents notarized via Online Notary as described in the Governors Order will be accepted. NOTE *A Certificate of Conformity must accompany the filing. Clerk is closed for all non-essential filings.
Lewis	315-376-5333	Open, but considering closure or staff limitations. There is remote access if needed for e-recordings.
Livingston	585-243-7010	Open
Madison	315-366-2261	50% staff effective 3/17/20. Recording delays.
Monroe	585-753-1645	Partial staff working remotely until further notice. E-recordings are suggested.
Montgomery	518-853-8111	County Clerk closed until 3/31/2020. NOTICE: Beginning Monday, March 23, the County Clerk's office will resume processing mortgages, deeds, and lease agreements ONLY, from 8:30am to 12 noon. The building will still be closed to the public. We encourage e-recording of land records at this time. We offer three registered electronic recording facilitators
Nassau	516-571-2661	The Nassau County Clerk's office remains physically closed to the public. Per Governor's order, we have very limited staffing processing documents presented electronically, by mail or placed in our lobby drop box. The courts are only accepting filings they deem essential. Anything the court is accepting would ultimately be filed with our office. Anything filed or recorded by our office related to land would be available on our records website. Land records are available online at https://i2f.uslandrecords.com/NY/Nassau/D/Default.aspx . Document submissions and requests can be mailed in with payment and self-addressed stamped envelope for return to: Nassau County Clerk 240 Old Country Road Mineola, NY 11501 The Nassau County Assessment office is closed until 4/2/20 – Tax verification letters which are a requirement for all recording submissions must be generated online at; https://lrv.nassaucountyny.gov.tmv



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		** NASSAU IS ACCEPTING ALL SUBMISSIONS FOR THE FILING OF BUILDING LOAN AGREEMENTS AND MECHANIC LIENS** Reminder that they continue to operate with a limited staff.
Niagara	716-439-7022	Open but closed to the public. 50% staff until further notice. No remote access. Local search companies with leased space within the clerk's office may enter.
New York	646-386-5955	Skeleton staff until further notice. Office is accepting all submissions and payments etc. Recording staff is working remotely at this time. Will update NYSLTA of any changes. Documents notarized via Online Notary as described in the Governors Order will be accepted. NOTE *A Certificate of Conformity must accompany the filing. Clerk is closed for all non-essential filings.
Oneida	315-798-5776	Open and accepting e-recordings and mail.
Onondaga	315-435-2227	Closed until 4/1/20. Online searching available. Recordings are delayed.
Ontario	585-396-4200	Open
Orange	845-291-2690	Open with limited staff. Close to the public. Recordings to be submitted by e-recording and mail. Online searching is available and the fee has been waived.
Orleans	585-589-5334	Open
Oswego	315-349-8621	Open and accepting e-recording and mail
Otsego	607-547-4276	Open. Remote access available in event of closure
Putnam	845-228-0231	Open with reduced staff. Closed to the public. Drop box available for documents. No examiners permitted in the Clerk's office.
Queens	718-298-0601	Skeleton staff until further notice. Office is accepting all submissions and payments etc. Recording staff is working remotely at this time. Will update NYSLTA of any changes. Documents notarized via Online Notary as described in the Governors Order will be accepted. NOTE *A Certificate of Conformity must accompany the filing. Clerk is closed for all non-essential filings.
Rensselaer	518-270-4080	Open, but closed to the public. No remote access available. Accepting e-recording and mail.
Richmond	718-675-8910	Effective immediately, title searchers ONLY are permitted to access public terminals from the hours of 9:00am-12:00pm. Searchers are to have no interaction with staff. All Real Property instruments for recording must be submitted by mail. Clerk is closed for all nonessential filings including Mechanic Liens and BLA's.
Rockland	845-638-5221	Open with limited staff. Service limited to urgent court filings. All other documents to be submitted e-filing/erecording/Mail/County Clerk drop box.
Saratoga	518-885-2213	County Clerk record room is closed. Only online searching available. Accepting e-recording and mail
Schenectady	518-388-4222	Records can be searched at: LANDEX REMOTE - https://www.landex.com/land-recordsaccess.asp Landex Remote access is most beneficial for individuals or companies who expect to access records on a regular basis or need comprehensive search capabilities.



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		* The Schenectady County Clerk's office will be waiving the contract fee for this service until 3/31/20.
Schoharie	518-295-8316	Closed for 2 weeks and Fed-Ex is not being accepted until further notice.
Schuylar	607-535-8133	Open
Seneca	315-539-1771	Open
Steuben	607-274-5431	County Clerk's Office closed (1 week for cleaning) or until further notice.
St. Lawrence	315-379-2237	Open
Suffolk	631-852-2001	Closed to public until further notice. Searchers given access to clerk index database (1986 - date); Surrogate and Civil Actions not available. Searchers can run searches only from 1986. Effective immediately – will accept simultaneous deed and mortgage e-recording submission. Mail submissions also accepted. Experiencing staff shortages. 3/27/2020 NY Sullivan Closed to the public until further notice. Not accepting appointments. Recordings accepted by erecording
Sullivan	845-794-3000	Open but closed to the public until further notice. Not accepting appointments. Recordings by e-recording or mail.
Tioga	607-274-5431	Open with reduced staff. Recording delays.
Tompkins	607-274-5431	Open
Ulster	845-340-3040	No public access to record room and limited online search capability. Recordings are being accepted. Additional updates will be posted on the website and by recorded phone message. Accepting e-recording and mail
Warren	518-761-6427	Open but closed to the public. Accepting e-recordings and mail.
Washington	518-746-2170	Closed until further notice. E-recordings are being accepted.
Wayne	315-946-7470	Open, but are considering closure and limitations. Will implement appointments if they go to a reduced staff
Wyoming	585-786-8810	Open
Yates	315-536-5120	Open