



Office of the County Recorder
Debbie Conway
Clark County Recorder

POLICY CHANGE
Effective January 1, 2011

To Whom This May Concern;

The Clark County Recorder's Office will **no longer be accepting personal checks** for payment of recording services and copy fees effective January 1, 2011.

Acceptable forms of payment may be in:

- Cash (in person ONLY)
- Money Order
- Credit Card (Visa, MasterCard, Discover, or American Express)
- Company Check (must include contact information)
Credit card orders are NOT accepted by phone or through the mail.

Money Orders and Company Checks that are returned to us from the bank will be charged a \$25 service fee by the Clark County Recorder's Office.

For fast and convenient service, order certified documents or marriage certificates online at www.ClarkCountyNV.gov/recorder (A 3.5% or \$3.50 minimum processing fee will apply).

Regards,

Clark County Recorder's Office