



OFFICE OF
SYLVIA GARZA-PEREZ
CAMERON COUNTY CLERK
835 E. LEVEE 3RD FLOOR
BROWNSVILLE, TEXAS 78520

Cameron County Clerk's Operational Changes COVID-19

FOR IMMEDIATE RELEASE

June 30th, 2020

Effective immediately and until further notice, the Cameron County Clerk's Office will be closing its lobbies to the public as a preventive measure to help contain the spread of the Coronavirus (COVID-19).

All Divisions will conduct business via efile, e-recording, mail, telephone or email during regular business hours, Monday – Friday 8:00 AM – 4:00 PM or, if in case of an emergency by appointment only.

Please review our list of services on the next page for alternative ways to process your transactions.

As an alternative, you may call the Cameron County Clerk's Office general line at 956-544-0815 to be connected to the respective department, to discuss the emergency, and services needed.

The public is encouraged to follow the Cameron County Clerk's Office website <https://www.cameroncounty.us/county-clerk/> for updates and information.

Sincerely,



Management

Vital Statistics Department

Application for Marriage License

- According to Texas Family Code Chapter 2.002, a person applying for a marriage license must appear before the county clerk; submit the person's proof of identity and age; provide the information on the application; take the oath before the clerk and sign the application form. Therefore, these services are not available at this time. Please reference <https://www.county.org/About-Texas-Counties/Texas-county-Websites> for a list of Texas Counties to contact the County Clerk for availability to assist you.

Recording a Marriage License and/or Purchasing Certified Copies

- To record your marriage license, mail to Cameron County Clerk attention Vital Statistics Department, P.O. Box 2178, Brownsville, Texas 78520. The marriage license will be recorded and the mailed back to you at the address that is listed on the back of the license. If the license needs to be mailed to a different address, please provide that information on a separate sheet of paper and enclose it in the envelope.
- Requests for certified copies of your marriage license will need to be mailed along with the check or money order (\$21.00) payable to the Cameron County Clerk.
- For additional information please contact 956-544-0817.

Birth and Death Certificate Copies

- Please contact our Vital Statistics Department at 956-544-0817 or 956-247-3510 Or;
- Purchase Birth or Death records from the State of Texas via the website at Texas.gov or <https://txapps.texas.gov/tolapp/ovra/index.htm>

Official Public Records Division

Recording of Real and Personal Property Documents

- E-Recording-The following entities per Texas Local Government Code Chapter 195.003, may use E-Recording to electronically file documents with our office:
 1. An attorney licensed in this state
 2. Mortgage Lenders, banks, and credit unions
 3. State agencies
 4. State licensed Title Companies and agentsTexas Local Government Code Chapter 195.003 prohibits us from offering E-Recording services to the general public.
- Real Property documents may also be filed and recorded with the Cameron County Clerk's Office by mail. For additional information please visit our website at <https://www.cameroncounty.us/county-clerk/cameron-county-clerk-official-records/> or call 956-544-0882.

Official Public Records Division

Applying for an Assumed Name/DBA

- Fill out application online: <https://www.cameroncounty.us/county-clerk/cameron-county-clerk-assumed-name-certificate/> sign the form before a notary and mail it in with fee. For additional information call 956-589-7074 or 956-247-3510 .

Copies of Land Records, Foreclosures, Plats, Public Notices, and Personal Property

- You may search and download water marked copies free of charge at: <https://cameron.tx.publicsearch.us/>
- For certified copies, please submit a request by email to officialpublicrecords@co.cameron.tx.us or by phone at 956-544-0882.or;
- Misdemeanor Court Records at: <https://idocket.com/homepage2.htm>
- All other requests: LRosenbaum@co.cameron.tx.us

Courts

- Attorneys must call to schedule appointment in order to enter office work area (emergencies only). Schedule appointment at: 956-548-9586.
- Offices will close at 4pm to allow staff to wipe down work stations and prepare for next day
- The Clerk's Office will continue to process all electronic filing submitted by the legal community - at: www.efiletexas.gov/
- Self-represented litigants, may submit their filings through the mail, at County Clerk – Civil Division, P.O. Box 2178, Brownsville, Texas 78520 or by visiting and following the instructions located at www.efiletexas.gov/

Collections Department

Misdemeanor and Justice Court payments

- The Collections Department will only be accepting payments through the phone or mail.
- Payment plans will be accepted via email, mail, or fax.
- For additional information call 956-544-0821, 956-544-0853, or 956-247-3510.

Bookkeeping/Treasury

- To check on a refund check or a registry disbursement please contact us by phone 956-550-7287.

All mail should be addressed to:

- Cameron County Clerk's Office, P.O. Box 2178, Brownsville, Texas 78520

Fees for all documents can be found at

<https://www.cameroncounty.us/county-clerk/county-clerks-fee-schedules/>

Contact Information:

Sylvia Garza-Perez, County Clerk - (956) 550-1327
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Sandra Sanchez, Chief Deputy - (956) 550-1421
SSanchez@co.cameron.tx.us

Lucino Rosenbaum III, Records Manager / Operations Manager - (956) 247-3508
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