

NIAGARA COUNTY COUNTY CLERK'S OFFICE COURTHOUSE P.O. BOX 461 LOCKPORT, NY 14095-0461 JOSEPH A. JASTRZEMSKI County Clerk

*MATTHEW L. PARISH* First Deputy County Clerk

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## **REQUESTS for DOCUMENTS and MAPS**

In order for our office to honor all requests for documents and maps in a timely manner:

EMAIL REQUESTS TO: <a href="mailto:niagaracounty.clerk@niagaracounty.com">niagaracounty.clerk@niagaracounty.com</a>

**FAX REQUESTS TO:** 716-439-7189

**FOR ALL DOCUMENTS/MAPS** please provide details of the document including the name(s) of the parties involved, recording date, Book/Page, or instrument number for the recording or filing. This information assists us in honoring your request. Absent this information, we will be unable to honor your request.

Please allow up to three (3) business days to process your request.

**IF YOU PREFER**, you may visit our office during regular business hours (9-5 Monday through Friday) to search for documents.