



PAMELA MAYFIELD
Clare County Clerk – Register of Deeds
Official Abstractor

Peggy Dundas – Chief Deputy Clerk

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TO ALL GENEALOGY SEARCHERS:

Due to Federal and State regulations since 9/11, we are not able to give out information about vital records over the phone. You must submit a verification form or request a certified copy.

You are allowed to search our card files (deaths & marriages) by name. We will then show you that record only. Our office is open for searches from 8:00 a.m. to 4:00 p.m., Monday through Friday.

If you need CERTIFIED copies of records, prices are as follows:

Birth	\$15.00 (\$5.00 for each additional copy of the same record)
Death	\$15.00 (\$5.00 for each additional copy of the same record)
Marriage	\$15.00 (\$5.00 for each additional copy of the same record)
Divorce	\$10.00 + \$1.00 each page

Verification for Births, Deaths, Marriages and Divorces are available. There is a \$10.00 fee for verification. Forms are available in our office or at our web site –www.clareco.net.

We will do the search for you but there is a **SEARCH FEE**.

REQUIRES: \$30.00 Deposit. You will be charged a minimum of \$7.50 for the search with an additional \$7.50 per ¼ hour.

Search fees and certified copy fees will be deducted from the deposit.

IF THERE IS A BALANCE: You will be billed the difference.

IF THERE IS MONEY LEFT OVER: You will receive a refund for the balance.

If for any reason you need to contact the State for information, you can call (517) 335-8656 or go to their web site at www.michigan.gov/mdch.

GENEALOGY POLICY

Divorce Records

The requesting individual needs to know the divorce case number or pay \$6.00 for a 5 year search. A court clerk must peruse the civil card file and/or retrieve a case file record. The charge is \$10.00 for a certified copy plus \$1.00 for each additional page or \$1.00 per page for a non-certified copy.

Marriage Records/ Death Records

An alphabetical card index of marriages and deaths up to 2002 is in the vault. Records after that date are on the ACS computer and records are also indexed on the computer back to 1902. There is a public search on the ACS computers in the vault that will allow searches by name but does not allow viewing the record. If a copy of the record is requested, we can only provide certified copies. The fee is \$15.00 for one copy and \$5.00 for each additional copy of the same record. If they only want to view the record, we can let them view it from our computer. If the record is not scanned into the computer, we can pull the original marriage license and let them look at it. They can not handle the original records as they are in such bad shape. For a death record, we will have to pull the book it is recorded in.

Birth Records

Birth records are protected and only those eligible to receive a copy under MCL 333.2882(1)(a) may purchase one certified copy for \$15.00, and \$5.00 for each additional copy of the same record. If the individual is a senior citizen, the fee is \$6.00 for one certified copy, and \$4.00 for each additional copy of their own birth record. If the file date of the record is 100 years or more ago, the record is available to the public. For a record filed under 100 years, if the person is deceased, an heir can obtain a copy, but must state relationship to person, and provide a copy of the death record. Birth records are then copied with "Deceased" on the face of the record.

NOTE – NO INFORMATION CAN BE GIVEN OVER THE PHONE AND/OR FAXED. WE HAVE VERIFICATION FORMS AND FEE TO VERIFY FACTS.