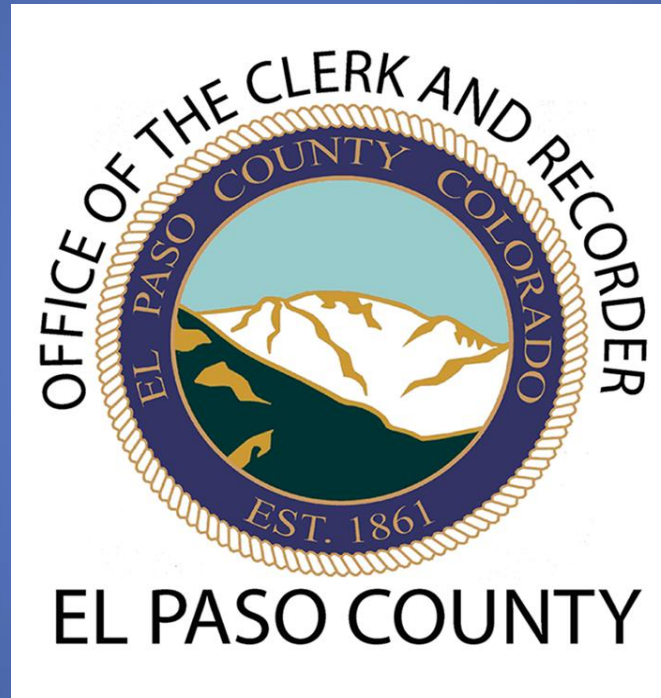
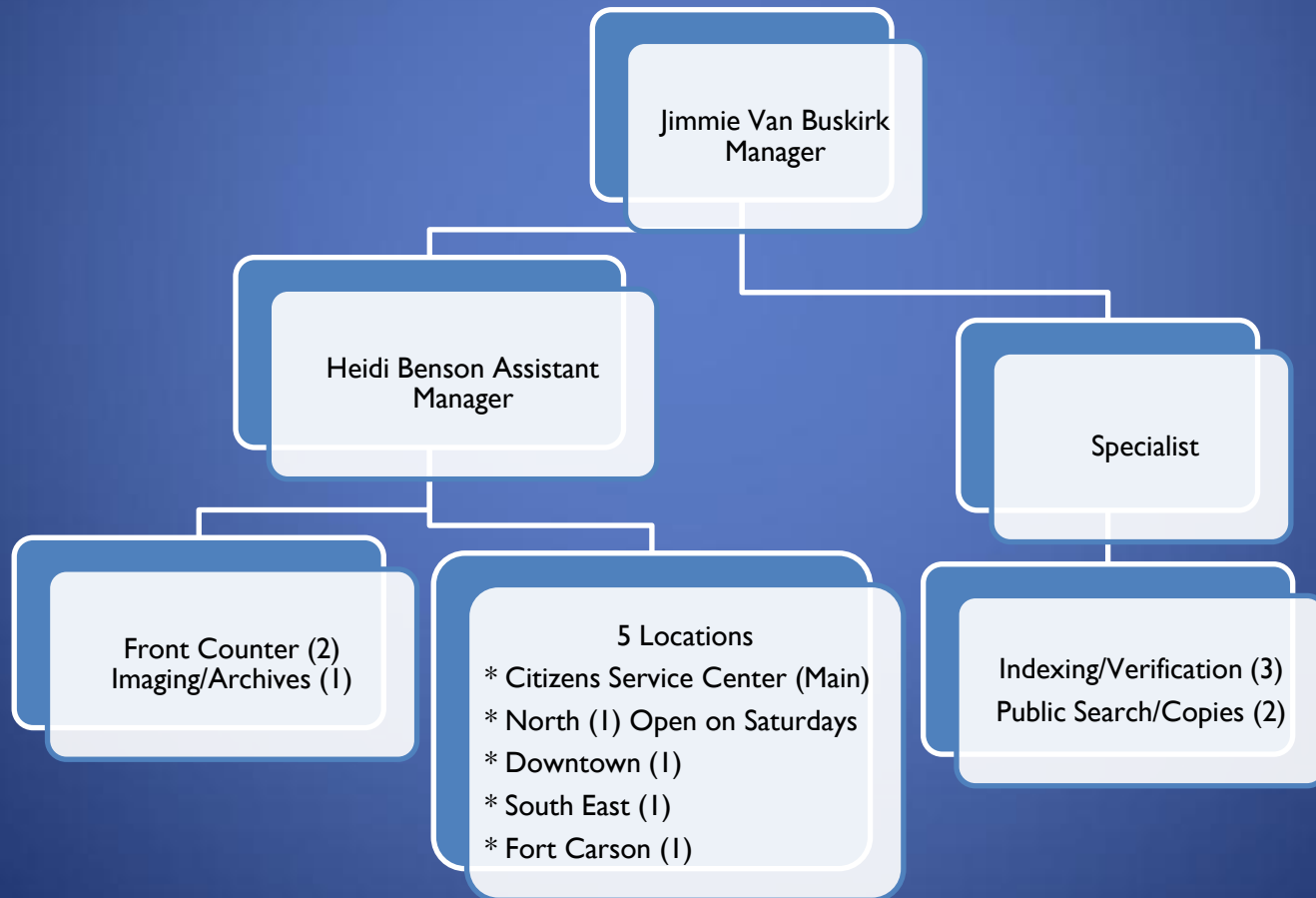


El Paso County Clerk and Recorder



Recording Department

Recording Department Staff



Recording Department Responsibilities

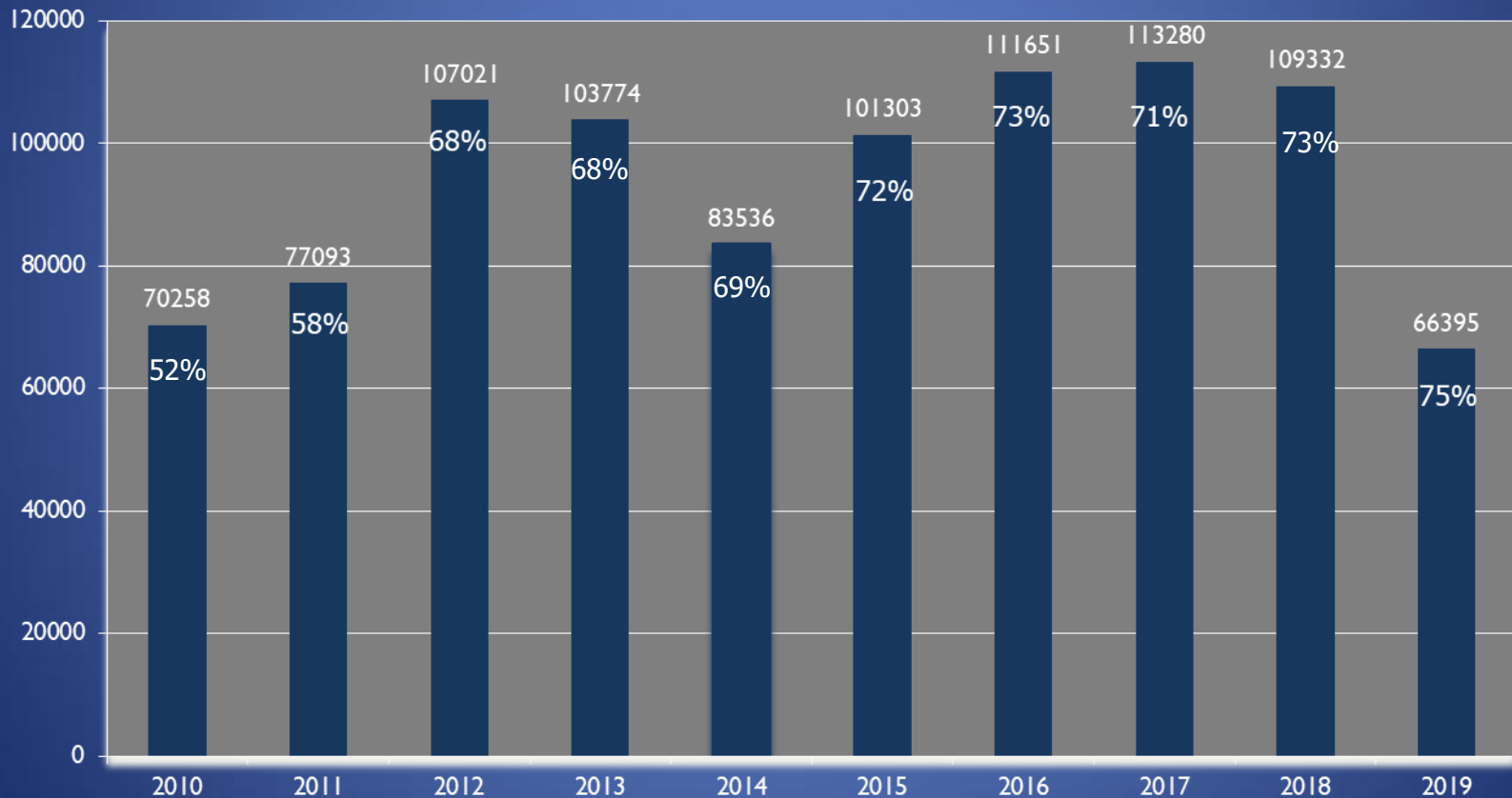
- Recording Real Estate Documents
- Assist with Record Searches and Copy Requests
- Archiving millions of documents dating back to 1861
- Issuing Marriage/ Civil Union Licenses & registering these Certificates

Recording Process

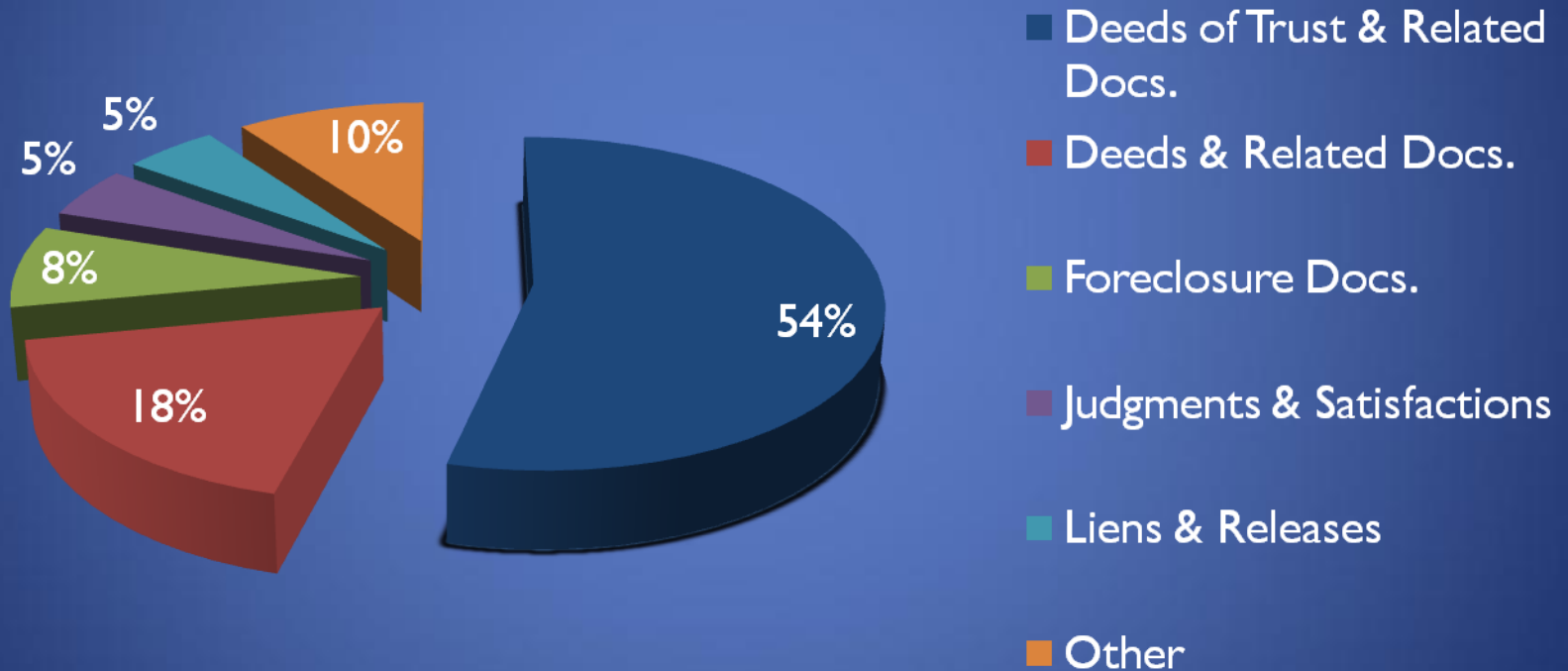


E-Recording Activity

Number of E-Recordings and % of Total Recordings



Types of Documents Recorded



Recording Searches, Copies and Archiving





Recording Searches & Copies

- Records from 1861-present open to the public
 - Non-public documents
 - Soldier Separations (DD214's)
 - Marriage/Civil Union Applications
- Customers Can Access Records By:
 - Visiting our main office
 - Subscribing to our paid public access site
 - Performing an index search on County site

Recording Searches and Copies

- Index Availability
 - 1980-Present Recording index available from Recording system.
 - 1891-1979 Index available on microfilm
- Image Availability
 - 1991-Present
 - 1861-1990 Images available on microfilm
- Original Index and Image Books are stored at our distribution center (1861-1994)

Archives

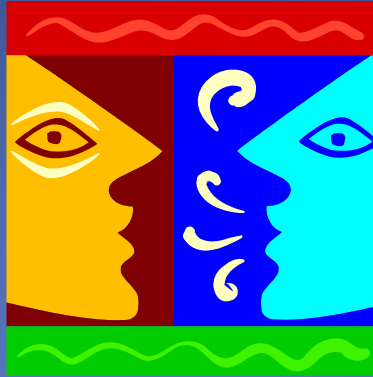


- Bulk Images & Data-FTP to Subscribers
- 2 rolls of 16mm Microfilm Created Daily
 - Original sent to State Archives in Denver
 - Back-Up Copy Stored at Clerk and Recorder Distribution Center (South East Branch)
- Digital Images/Computer Back Ups

Microfilm Imaging Project



- Microfilm Preservation
- 2013 Purchased High Speed Microfilm Scanner
 - Imaged over 4000 rolls of microfilm
- Manually importing processed images into recording system (1996-1980)
- Manually creating indices (1979-1861)



Questions, Comments?

THANK
YOU

The image features the words "THANK YOU" in a bold, 3D, light blue font. The letters are arranged in two rows: "THANK" on top and "YOU" below it. The text is set against a solid black rectangular background that is tilted slightly to the right. The lighting creates a sense of depth, with highlights on the top and left sides of the letters and shadows on the bottom and right sides. The overall composition is centered on a dark blue gradient background.