



OFFICE OF
Tompkins County Clerk

MAUREEN REYNOLDS
COUNTY CLERK
CLERK OF SUPREME & COUNTY COURTS

320 N. TIOGA STREET
COURT HOUSE, ITHACA, NY 14850
TELEPHONE (607) 274-5431
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Don't Overpay for Copies of Your Recorded Deed

The Office of the Tompkins County Clerk has been informed that homeowners have recently been receiving notices from private companies offering to retrieve a copy of their deed and other property information upon payment of a “processing fee” of \$89. This is a reminder that a copy of your recorded deed can be easily obtained from the Tompkins County Clerk at a fraction of the cost.

- You have the right to get a copy of your recorded deed from the Tompkins County Clerk without employing a private service or paying a processing fee.
- The usual cost for a certified copy of a recorded deed from the County Clerk’s Office is \$5.00, and an uncertified copy may be less than \$2.00.
- Don’t be persuaded by official-looking mailers. If your deed has been recorded in the County Clerk’s Office, the recording is valid whether or not you have a copy in your possession.
- To determine whether your deed is recorded in the County Clerk’s office, visit our online services at:
<https://countyfusion3.kofiletech.us/countyweb/login.do?countyname=Tompkins> or visit our office and use the free public viewing terminals to view the actual document image.

- Property records are available for inspection, copying, and certification at the County Clerk's Office. Staff are here to help you. Take advantage of their knowledge and expertise by visiting or calling our staff at (607)274-5432.

The County Clerk's Office is located at 320 N Tioga St. Ithaca and is open between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding legal holidays. Requests are also accepted via email to mreynolds@tompkins-co.org.

Sincerely,



Maureen Reynolds

Tompkins County Clerk
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