



**OFFICE OF THE COUNTY OF TULARE
ASSESSOR/CLERK-RECORDER**

221 S. Mooney Blvd. • Room 103 • Visalia, CA 93291

Tara K. Freitas, CPA
Assessor/Clerk-Recorder

FOR IMMEDIATE RELEASE

April 1, 2024

Contact: Steve Wise
SWise@tularecounty.ca.gov
(559) 636-5169

County Clerk and Recorder's offices temporarily close for new software installation

VISALIA, Calif. – The Tulare County Clerk and Recorder's offices will temporarily close April 22-23 to install new records management software. The closure is necessary to ensure a smooth transition and enhance the efficiency and accuracy of services provided to the public.

All services will be suspended during this closure, including document recording, marriage licensing, fictitious business name filings, and other related services. The offices are scheduled to reopen on April 24 during regular business hours, 8 a.m. to 5 p.m., with recording and certificate services available until 3 p.m.

The new software is essential to modernize operations and improve service delivery. The upgraded software will provide exceptional self-service opportunities through a secure online portal and in-office terminals. Its advanced search capabilities will make locating relevant documents easier, streamline processes and ultimately contribute to a more efficient and effective experience for the public.

“We apologize for any inconvenience caused by this temporary closure. Our primary goal is to continually enhance our operations to serve the community better. This software upgrade will significantly improve our ability to maintain and process records accurately and efficiently,” Tulare County Clerk-Recorder Tara Freitas said.

During the office closure, vital records such as birth, death and marriage certificates can be purchased online from a private company called VitalChek at www.vitalchek.com.

More information or updates regarding the temporary closure and the services provided by the Tulare County Clerk and Recorder's offices can be found on their website at tularecounty.ca.gov/assessor/county-clerk-recorder/ or by contacting their office at Recorder@tularecounty.ca.gov or calling (559) 636-5050.

###

About Tulare County Clerk and Recorder's Offices:

The Tulare County Clerk and Recorder's offices are responsible for maintaining and preserving public records.

The Clerk's Office issues birth, death, and marriage certificates; public and confidential marriage licenses; deputy commissioner of marriage certificates; files and posts for public inspection of environmental-related documents; and accepts for filing Fictitious Business Name Statements, Statements of Fact, Oaths of Office and Surety Bonds. The Clerk is responsible for registering notaries, legal document assistants, process servers, unlawful detainer assistants and professional photocopyers.

The Recorder's Office files and indexes public documents associated with land transactions. These recorded documents determine the history and ownership of real property and other real estate transactions. Recorded documents include grant deeds, deeds of trust, mechanic's liens, tax liens, reconveyances, subdivision and parcel maps, mining claim records and military discharge papers.