

KRISTIN M. CORRADO, ESQ. PASSAIC COUNTY CLERK



County Clerk's Corner eNewsletter

DEAR COUNTY RESIDENTS:

Welcome to the County Clerk's Corner, a publication designed to inform you of the essential services my office has to offer you as a resident of Passaic County.

The County Clerk's Office processes applications for US Passports with photo services in Paterson and Wanaque as well as, at outreach off-site locations with no appointment necessary. Veteran photo identification cards are also issued at all three sites. Appointments are only necessary in Paterson. Please call (973) 881-4788 for an appointment. For Outreach locations, dates and times, please check our [website at www.passaiccountynj.org](http://www.passaiccountynj.org).

The County Clerk and Registry Division processes construction liens, inheritance tax waivers, physician and hospital liens. Physician and attorney registrations are also conducted in this office. The Clerk's office also files trade name certificates and corporations established for religious purposes. The office issues veterans peddler licenses and files and executes firefighters exemption certificates.

The County Clerk's Election Division is responsible for receiving petitions for candidates for elective offices, both party affiliated and independent candidates. The Election Division is also responsible for setting up and creating ballots for each election, processing mail-in-ballot requests, tallying and certifying election results to the State.

The Clerk's office provides notary services and executes oaths of office and notary renewal oaths. Notary Public applications and notary certificates are provided. The County Clerk also performs wedding ceremonies. Please call the Clerk's office for information on ceremonies or to schedule an appointment at (973)225-3632 ext. 2232.

Sincerely,

Kristin M. Corrado, Esq.
County Clerk



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SEPTEMBER 2016

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COUNTY CLERK EXPANDS OUTREACH SITES AND SERVICES

OCTOBER 2016		
SATURDAY, OCTOBER 1 ST	PASSAIC COUNTY PASSPORT DAY <i>*FREE PASSPORT PHOTO*</i> PASSAIC COUNTY CLERK'S OFFICE 401 GRAND STREET, ROOM 130 PATERSON, NEW JERSEY 07505 And PASSAIC COUNTY CLERK'S SATELLITE OFFICE 1237 RINGWOOD AVENUE HASKELL (WANAQUE), NEW JERSEY 07420	9:00 AM – 12:00 NOON
MONDAY, OCTOBER 3 RD	POMPTON LAKES MUNICIPAL BUILDING 25 LENOX AVENUE POMPTON LAKES, NEW JERSEY 07442	11:00 AM – 1:00 PM
TUESDAY, OCTOBER 4 TH	PASSAIC CITY HALL 330 PASSAIC STREET PASSAIC, NEW JERSEY 07055	5:00 PM – 7:00 PM
THURSDAY, OCTOBER 6 TH	TOTOWA PUBLIC LIBRARY 537 TOTOWA ROAD AT CHERBA PLACE TOTOWA, NEW JERSEY 07512	5:00 PM – 7:00 PM
TUESDAY, OCTOBER 11 TH	HAWTHORNE MUNICIPAL BUILDING 445 LAFAYETTE AVENUE HAWTHORNE, NEW JERSEY 07506	11:00 AM – 1:00 PM
TUESDAY, OCTOBER 11 TH	NORTH HALEDON MUNICIPAL BUILDING 103 OVERLOOK AVENUE NORTH HALEDON, NEW JERSEY 07508	5:00 PM – 7:00 PM
WEDNESDAY, OCTOBER 12 TH	WOODLAND PARK MUNICIPAL BUILDING 5 BROPHY LANE WOODLAND PARK, NEW JERSEY 07424	11:00 AM – 1:00 PM
THURSDAY, OCTOBER 13 TH	LITTLE FALLS MUNICIPAL BUILDING 225 MAIN STREET LITTLE FALLS, NEW JERSEY 07424	11:00 AM – 1:00 PM
TUESDAY, OCTOBER 18 TH	TOTOWA PUBLIC LIBRARY 537 TOTOWA ROAD AT CHERBA PLACE TOTOWA, NEW JERSEY 07512	11:00 AM – 1:00 PM
WEDNESDAY, OCTOBER 19 TH	CLIFTON MUNICIPAL BUILDING 2 ND FLOOR HEALTH DEPARTMENT 900 CLIFTON AVENUE CLIFTON, NEW JERSEY 07013	5:00 PM – 7:00 PM
THURSDAY, OCTOBER 20 TH	BLOOMINGDALE MUNICIPAL BUILDING 101 HAMBURG TURNPIKE BLOOMINGDALE, NEW JERSEY 07403	11:00 AM – 1:00 PM
TUESDAY, OCTOBER 25 TH	NORTH HALEDON MUNICIPAL BUILDING 103 OVERLOOK AVENUE NORTH HALEDON, NEW JERSEY 07508	11:00 AM – 1:00 PM
THURSDAY, OCTOBER 27 TH	CLIFTON MUNICIPAL BUILDING 2 ND FLOOR HEALTH DEPARTMENT 900 CLIFTON AVENUE CLIFTON, NEW JERSEY 07013	11:00 AM – 2:00 PM
THURSDAY, OCTOBER 27 TH	LITTLE FALLS PUBLIC LIBRARY 8 WARRENS STREET	5:00 PM – 7:00 PM
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2016 FLYING INTO FALL!



PASSPORT DAY IN PASSAIC COUNTY

**FREE PASSPORT PHOTO WITH PAYMENT OF
ALL APPLICATION FEES**



Kristin M. Corrado, Esq., Passaic County Clerk, and her staff will be hosting a special 2016 Flying Into Fall passport event. Free passport photo will be provided with payment of all application fees as part of this outreach event.

Date: Saturday, October 1, 2016
Time: 9:00 a.m. until 12:00 noon
Place: Passaic County Clerk's Office
401 Grand Street, 1st Floor - Room 130
Paterson, New Jersey 07505

FREE PARKING AVAILABLE AT THE GRAND STREET EMPLOYEE LOT ACROSS THE STREET

AND

Passaic County Clerk's Satellite Office
1237 Ringwood Avenue
Haskell (Wanaque), New Jersey 07420



For information on fees and any other questions, please call the County Clerk's office at (973)881-4788 or visit our website at www.passaiccountynj.org.



E-Recording:

Submitters may establish accounts for e-Recording real property documents with the Passaic County Clerk's Office via the New Jersey Recording Portal at www.njrecording.com

Recorders Manual:

We offer a comprehensive recording manual entitled "The Recorder's Reference Manual". The manual lists recording requirements including statutory references, NJ Realty Transfer Tax calculations, recording fees, explanation of acknowledgment and a glossary of terms.

Online Record Search:

Most documents may be viewed and printed. Deeds and Mortgage recorded from 1989 to present are also available online.

Every local Deed and Mortgage recorded since 1837 is on file in the Vault of the Registry Division.



From January through August 2016

Month	Passports Processed	Deeds Recorded	Mortgages Recorded	Notice of Settlement
January	595	775	771	629
February	793	775	762	631
March	1111	772	832	752
April	928	828	821	765
May	871	734	870	850
June	817	920	1032	1006
July	605	881	963	844
August	645	1087	1154	1023



Election Division

General Election:

The General Election will be held on Tuesday, November 8, 2016.

Our Wanaque office will hold Special hours on the following days:

Tuesday, October 22, 2016 until 7:00 p.m.

Saturday, October 29, 2016 from 9:00 a.m. to 12:00 p.m.

Saturday, November 5, 2016 from 9:00 a.m. to 1:00 p.m.

Applications for Vote by Mail Ballots are available in our offices as well as your Municipal Clerk's Office. You can also download an application from our website at www.passaiccountynj.org. The Vote by Mail process is completed in our Paterson Office only.

***Applications must be received by our office seven days prior to the election in order for you to receive a ballot by mail. You may also come to our office with your application in person until 3:00 p.m. the day before Election Day.

All voter registration must be received by the Superintendent of Elections twenty-one (21) days prior to the election.

*****Effective Immediately*****

Pursuant to P.L. 2015, signed by Governor Christie on August 10, 2015, effective immediately, Authorized Messengers are only allowed to submit 3 Vote by Mail Ballot Applications to the County Clerk per election. Bearers are only allowed to return 3 voted ballots to the Board of Elections per election.

Please contact our office at (973)881-4127 with any questions.



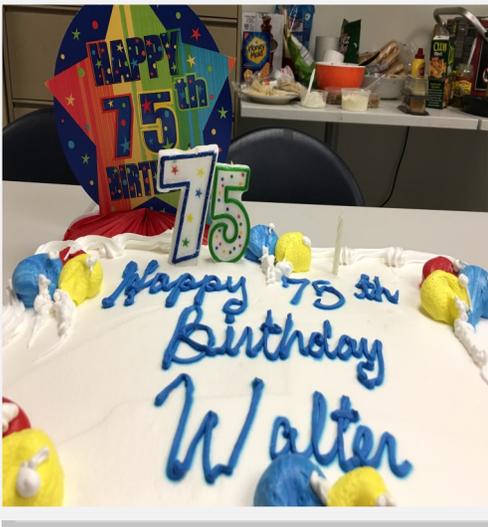
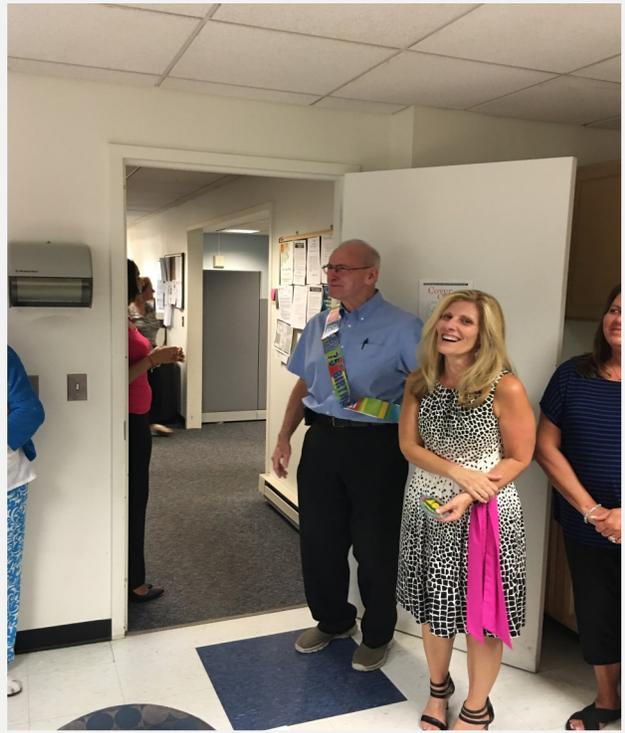
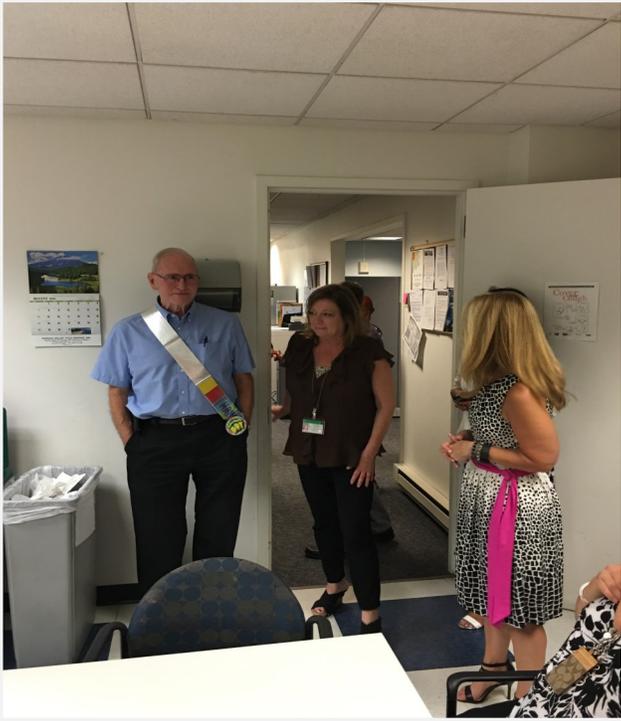
Congratulations on a Perfect Score From the National Passport Center!



HAPPY BIRTHDAY WALT!



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Our Contact Information

Kristin M. Corrado, Esq.

www.passaiccountynj.org

Passaic County Clerk Division
401 Grand Street, Room 130
Paterson, NJ 07505
Tel: (973)881-4788
Fax: (973)754-1920

Registry Division
401 Grand Street, Room 113
Paterson, NJ 07505
Tel: (973)881-4777
Fax: (973)357-1046

Wanaque Satellite Office
Walter J. Davison, Deputy
1237 Ringwood Avenue
Wanaque, NJ 07420
Tel: (973)513-9900
Fax: (973)513-9901

Map Room/Vault
77 Hamilton Street
Paterson, NJ 07505
Map Room: (973)881-4791
Vault: (973)881-4785

