

CLAY COUNTY IN-OFFICE APPOINTMENTS AVAILABLE STARTING JUNE 1

In keeping with the Clay County Public Health Center's COVID-19 building capacity guides, the offices of the Assessor, Collector, Recorder of Deeds and Clerk will open to the public by appointment only. Appointments are being scheduled Monday through Friday from 9 a.m. to 4 p.m. [Social distancing rules will apply](#), masks are not required but recommended and only the entrances on Franklin and Water Streets will be open. All visitors are asked to check-in at their chosen appointment time, at the entrance location indicated below for each office. No walk-up service will be available, you must make an appointment for the 1 Courthouse Square offices. Be sure that you have all of your paperwork and payment information with you and ready so that we can safely and quickly process your request.

For the offices of the Assessor and the Collector, [click here to schedule an appointment](#). You will check-in at the north, Franklin Street Entrance.

For the office of the Recorder of Deeds, [schedule your marriage license, title research, or document pick up appointment here](#). All other services can be done remotely or via phone. Call 816-407-3550 for help via phone. You will check-in at the east, Water Street Entrance.

For the office of the Clerk please call 816- 407-3570. You will check-in at the north, Franklin Street Entrance.

The Clay County Annex Building will be available for walk-ups and able to serve two people at a time.

For [all other departments and officeholders](#), please call ahead to schedule an appointment individually.

For assistance with the appointment scheduler or to schedule by phone, you can call 816-407-3650, Monday through Friday from 9 a.m. to 4 p.m.