



FOR REGISTRATION REGISTER OF DEEDS
Willie L. Covington
DURHAM COUNTY, NC
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**NORTH CAROLINA
DURHAM COUNTY**

RESOLUTION AUTHORIZING THE DURHAM COUNTY REGISTER OF DEEDS TO ESTABLISH A CUT-OFF TIME OF 4:45 P.M. FOR FILING AND RECORDING DOCUMENTS IN THE REGISTER OF DEEDS OFFICE AND THE ISSUING OF VITAL RECORDS AND THE PERFORMANCE OF GENEALOGY RESEARCH IN THE VITAL RECORDS DIVISION

WHEREAS, N.C.G.S 153A-94(b) and N.C.G.S. 161-8 authorize the Durham County Board of County Commissioners to fix the hours during which the office of the Register of Deeds must be open; and

WHEREAS, The Register of Deeds office requires sufficient time in which to complete the processing of documents filed for recording on the same day they are received by setting a cut-off time for receipt of documents; and,

WHEREAS, In order to assure the complete processing, recording, and indexing of documents on the same day they are received, the Register of Deeds office must receive a document no later than 4:45 p.m. Documents received after 4:45 p.m. shall be processed on the next official business day. For all other purposes, the office shall remain open to the public until 5:00 pm. on all official business days; and,

WHEREAS, the implementation of said policy would reduce the overtime hours of the employees in the office of the Register of Deeds,

WHEREAS, the Vital Records Division of the office would also benefit by having sufficient time in which to complete the processing of records by the abiding by these same rules as stated above,

WHEREAS, the performance of genealogy in the Vital Records Division would also be governed by the cut-off time,

WHEREAS, the Register of Deeds does not close for lunch and shutting down the recording stations and the marriage license stations would still provide 8½ hours of operation for those who wish to record documents or to obtain vital records, and/or other services provided by the Register of Deeds; therefore,

NOW, THEREFORE, BE IT RESOLVED, by the Durham County Board of Commissioners that:

In accordance with N.C.G.S 161-8 and 153A-94(B), permission is hereby granted for the Register of Deeds to establish a cut-off time of 4:45 pm. The cut-off time is established for filing and recording documents in the Register of Deeds office, and issuing Vital Records documents, licenses and certificates and for performance of Genealogy research. For all other purposes the office shall remain open to the public until 5:00 pm.

This 24th day of May, 2010

Attest

V. Michelle Parker-Evans
Clerk to the Board of County Commissioners

Michael D. Page, Chair
Durham County Board of County Commissioners