OFFICE OF THE COUNTY CLERK

MAUREEN O'CONNELL

NASSAU COUNTY CLERK

240 OLD COUNTRY ROAD
MINEOLA, NEW YORK 11501
516-571-2664

VISIT OUR WEBSITE:
WWW.NASSAUCOUNTYNY.GOV

HOW TO OBTAIN A COPY OF YOUR DEED

Certified copies of deeds recorded at the County Clerk's Office can be easily obtained by coming into the office to do a search or submitting a request by mail (*use form below*):

Office Hours*

Monday	Tuesday	Wednesday	Thursday	Friday
9am-4:30pm	9am-7pm	9am-4:30pm	9am-4:30pm	9am-4:30pm

*(*requests can only be processed up to 30 minutes prior to closing*)

Whether your request is in person or by mail you will need:

► Your property section, block & lot numbers (located on your tax bill)

► The fee for certified copies:

- $5 in person (1-4 pages)
- $10 by mail (includes $5 search fee)

✂ -

MAIL IN REQUEST FOR CERTIFIED COPY OF DEED

Return this form with a check or money order payable to the Nassau County Clerk for $10 and a self-addressed stamped envelope to:

NASSAU COUNTY CLERK
240 Old Country Road
Mineola, New York 11501
ATTN: ROOM B-1

NAME: ____

ADDRESS: ____

CITY, STATE, ZIP: ____

PHONE #: ____

SECTION: ________ BLOCK: ________ LOT(S): ____________________ UNIT #: ________

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