



EVIE RAFALKO McNULTY
LACKAWANNA COUNTY RECORDER OF DEEDS
123 Wyoming Avenue
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COVID-19 VIRUS OUTBREAK

In light of the COVID-19 outbreak emergency, I would like to encourage paper document submitters to consider taking advantage the electronic recording (e-recording) of land record or Powers of Attorney documents service that we offer. I wanted to remind you of this service that will eliminate the need for any walk-in, US Mail or express mail submissions.

You also have the option to drop off documents to be recorded in a secure drop box in the foyer of the County Government Center from 9-4 p.m. You submit the documents for recording using a check or money order ONLY. If there is a problem with the recording, we will call you to discuss the issue. You be instructed to come back to pick up the document. When you arrive at the Government Center please call our office at 570-963-6775 and someone will come downstairs to meet you to give you the document back.

As you know, all of our records are available online for your research.

In the case of an emergency, or possible limited services being provided at the Lackawanna County Government Center offices, members of the Recorder of Deeds staff will be prepared to record electronic document submissions from their private residences. We are essential part of government and in light of the COVID-19 emergency and will continue to be. I want to assure you that through our e-recording service we will continue to record documents in a timely and efficient manner.

If you are interested using our e-recording service, please contact one of the vendors listed below that we currently accept documents from.

- **Simplifile** 800-460-5657 or email erecord@simplifile.com
- **CSC** 866-652-0111 or email erecording@cscglobal.com
- **ePN** 888-325-3365 or email sales@GOePN.com

NOTARY PUBLIC – commissions will be recorded but you must set up by appointment by calling our office.

Thank you. Be safe.

Evie Rafalko McNulty