

The Cayuga County Clerk's Office

Susan Dwyer, Cayuga County Clerk

*****Media Release*****

Cayuga County DMV Moves to Appointment-Only Service & U.S. Passports Applications Suspended

Changes in Response to Coronavirus State of Emergency in Cayuga County
(Auburn, NY) Beginning on Wednesday, March 18, until further notice, our DMV office will be moving to an appointment only system, and we will not be processing any permit tests.

Our DMV Office will continue to be fully staffed. In response to the State of Emergency in Cayuga County due to coronavirus, an appointment-only system will promote social distancing and reduce lines and gathering at our DMV office. Customers should not bring other people with them to their appointments.

Residents can make appointments through our website at www.cayugacounty.us/dmvappt. There is an option for those who cannot book online to call (315) 253-1241 to make an appointment.

Cayuga County Clerk Susan Dwyer stated, "Our first responsibility at this time is to provide safe working environments for our staff and residents who utilize our DMV services and the County Clerk's Recording Office. These precautions will allow us to continue to provide vital services to residents, while promoting the required social distancing. We will still accept mailed-in transactions or transactions may be dropped off in our lobby.

Note: For a list of DMV transactions that can be completed online:

<https://dmv.ny.gov/moreinfo/online>

In addition, the County Clerks Recording Office will be fully staffed but **CLOSED TO THE PUBLIC effective March 18**. Customer interactions within the County Clerk's Office will be restricted to:

Mail, electronic recording, e-filing, or use our Drop Off Box in the lobby of the County Office Building from 9 a.m. – 4 p.m. Monday thru Friday. The Recording Office will continue to process documents during regular business hours.

1. **PASSPORTS:** No acceptance and processing of U S Passport Applications and photos for renewals until further notice.
2. **NOTARY PUBLIC SERVICE:** Appointments only. Please call ahead to our office to schedule an appointment. Valid government-issued Photo ID is required.
3. **LAND RECORDING OPTIONS:**
 - E-record: our e-recording partners are: Simplifile, EPN & CSC
 - By Mail
 - Drop Off box in Lobby of County Office Bldg at 160 Genesee St., Auburn
4. **COURT FILING OPTIONS:**
 - E-File: through NYSCEF for new cases or existing E-Filed Case (Matrimonial, Consumer Credit Card Debt and Foreclosure action cases cannot be accepted)
 - Mail in your documents

- Drop off box inside Lobby of County Office Bldg.
5. **ACCESS TO SEARCHING RECORDS:** Searches can be conducted for our online records at SearchIQS.com. The **indexing** of many of our land records, judgment, liens, business certificates and court records are available at no charge. A listing of records availability is available online. There is a minimal fee for printing copies or viewing documents.
 6. All other filings: Mail your documents to our office with appropriate fees (see our Fee Schedule on the County Clerks website)
Questions?

**Call the County Clerk's Recording Office at 315-253-1271
Monday thru Friday from 9-4:45**

A handwritten signature in black ink, appearing to read "Sue Dwyer". The signature is written in a cursive style with a long, sweeping tail on the "y".