

Dallas County Clerk



Home

([/web/20200329144333/https://www.dallascounty.org/government/county-clerk/](https://web/20200329144333/https://www.dallascounty.org/government/county-clerk/))

Central Records

([/web/20200329144333/https://www.dallascounty.org/government/county-clerk/central-records.php](https://web/20200329144333/https://www.dallascounty.org/government/county-clerk/central-records.php))

Administration

Renaissance Tower (<https://web.archive.org/web/20200329144333/https://goo.gl/maps/YpA59QUP62m>) - 1201 Elm Street, 21st Floor, Suite 2100, Dallas, TX 75270

Phone: (214) 653-7099 (<https://web.archive.org/web/20200329144333/tel:214-653-7099>)

Hours: 8:00 a.m. - 4:30 p.m., Monday - Friday (except for Court Approved Holidays ([/web/20200329144333/https://www.dallascounty.org/about-us/holidays/](https://web/20200329144333/https://www.dallascounty.org/about-us/holidays/)))

Dallas County Clerk's Office Closure and Continued Service – COVID-19

In response to the COVID-19 crisis and the Stay Home Stay Safe Order, The Dallas County Clerk's Office will be closing all of its offices to the public.

Our operations will be limited to essential services only.

All transactions will be done either by electronic filing, mail, document drop off.

Click here for more information. ([/web/20200329144333/https://www.dallascounty.org/Assets/uploads/docs/county-clerk/covid-19/PressRelease-OfficeClosure-COVID-19_rev032420.pdf](https://web/20200329144333/https://www.dallascounty.org/Assets/uploads/docs/county-clerk/covid-19/PressRelease-OfficeClosure-COVID-19_rev032420.pdf))



NOTICE OF PROCESS CHANGE FILING PROPOSED ORDERS

Click here for more information. ([/web/20200329144333/https://www.dallascounty.org/Assets/uploads/docs/courty-clerk/PublicProcessChangeNotice.pdf](https://web/20200329144333/https://www.dallascounty.org/Assets/uploads/docs/courty-clerk/PublicProcessChangeNotice.pdf))



Mission Statement

The Dallas County Clerk's mission is to provide exceptional customer service when assisting the public. This includes being on the leading edge of operational best practices as well as further improving and increasing the knowledge and skills among staff for a more positive form of customer service.

We strive to instill:

- Positive values
- Integrity
- Accountability
- Excellence
- Innovation
- Team work
- Respect for others

These values, by far, determine the overall operations and services which will lead to a cohesive relationship between management, staff, and the community.

What does the County Clerk do?

For Dallas County, the county clerk serves as the records custodian for Dallas County. These duties consist of the following:

- County level courts; county criminal (misdemeanor) courts, County Courts at law (civil), probate/mental illness as well as truancy courts.
- Local registrar for vital records; Birth and death records (No including births and deaths within the City of Dallas). Please contact the city for assistance.
- Issuance of marriage license and recording them.
- Recorder of official public records, i.e. property records, military discharges (DD2-14), Assume Names for Business (DBA)
- Trust account administrator: for minors and incapacitated individuals.
- Ex Officio member of the commissioner's court.
- Collector of court cost and fines assessed in the misdemeanor courts.



What divisions make up the County Clerk's office?

 DallasCounty.org

(/web/20200329144333/https://www.dallascounty.org/)



Quick Links:



(<https://web.archive.org/web/20200329144333/https://www.roamdallaspropertyrecords.com/index.html>)



(<https://web.archive.org/web/20200329144333/https://www.dallascounty.org/property-fraud-alert>)

For any additional information, questions, concerns, or to submit a Public Information Act request, please email: CC-Inquiry@dallascounty.org

(<https://web.archive.org/web/20200329144333/mailto:CC-Inquiry@dallascounty.org>).

