



**DEBORAH A. MYERS**  
Ashland County Clerk of Courts

Ashland County Courthouse  
142. W. Second Street • Ashland, Ohio 44805

**Plan of Action for Covid-19**

As of 03/18/2020 and until further notice

**Our offices will be closed to public traffic effective tomorrow, 03/18/2020.**

*We will continue to offer vital services, process legal documents and auto titles as quickly as possible. We will accomplish this via electronic mail, regular mail and telephone communications. Our goal is to reduce exposure to Covid-19 and hopefully slow the spread of the disease.*

**LEGAL OFFICE:**

**Online Records Search for Legal:** [clerkofcourts@ashlandcounty.org](mailto:clerkofcourts@ashlandcounty.org)

**Legal filings:** You may email them (from *legible PEF*) to [clerkstaff@ashlandcounty.org](mailto:clerkstaff@ashlandcounty.org).

**To pay court costs or deposits:** please pay online at [www.ashlandcounty.org/clerkofcourts](http://www.ashlandcounty.org/clerkofcourts)

**TITLE OFFICE:**

**Title Department and Watercraft:** For individuals needing to transfer a title, late fees will be waived until 10 days after the emergency is lifted by the Governor.

Dealers are encouraged to phone the office ahead and drop off any title work. Staff will contact you when work is ready and you may return to pick it up.

**Passport Applications:** will not be accepted in either office until further notice.

Employees have been advised to monitor their health and stay home if they are feeling ill. Hours and staffing levels may be reduced if staffing levels decline due to illness.

I apologize for the inconvenience these changes cause and appreciate your patience during this time. Please contact my offices at the addresses and telephone numbers listed below if we can assist you.

Sincerely,

*Deborah A. Myers*  
Deborah A. Myers, Clerk

LEGAL DIVISION: 419-282-4242 | [clerkstaff@ashlandcounty.org](mailto:clerkstaff@ashlandcounty.org)

TITLE DIVISION: 419-282-4288 | Fax: 419-289-1626 | [title@ashlandcounty.org](mailto:title@ashlandcounty.org)