

Gizelle J. Meeks
County Clerk/RMO
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Ashley L. Gascho
Deputy County Clerk
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Jefferson County Clerk's Office
175 Arsenal Street
Watertown, NY 13601



Mandy M. Clermont
DMV Deputy County Clerk
315-785-3017

Kimberly A. Hayden
Records Management Specialist
315-785-5149

REQUEST FOR DIVORCE DECREE

(Form MUST be signed in front of a Notary Public)

Index/Case Number: _____

Name of Plaintiff at time of Divorce: _____

Name of Defendant at time of Divorce: _____

Year of Divorce Filing: _____ Contact Number: _____

Address: _____

☐ Non-Certified Copy Needed ☐ Certified Copy Needed ☐ # of Copies Needed

Signature of Requestor

STATE OF _____

COUNTY OF _____

Subscribed and Sworn To

Before me this _____ day

Of _____, 20____.

Notary Public

- Please call **315-785-3200**, select **Option 2** prior to sending this request to verify copy fees.
- Make the Money Order payable to "Jefferson County Clerk".
- Include a copy of your valid photo ID that includes a signature.
- Include a self-addressed, stamped envelope or add \$1.00 postage to your payment to receive your copy.

Please complete this request and mail to: Jefferson County Clerk's Office
RE: Copy Request
175 Arsenal Street
Watertown, NY 13601