

**MEDIA RELEASE  
FROM THE CHEYENNE COUNTY CLERK'S OFFICE  
FOR IMMEDIATE RELEASE**

DATE: March 18, 2020

Contact:  
Patricia A. Daugherty  
Cheyenne County Clerk & Recorder

Cheyenne County Clerk and Recorder's Office will be restricting public access to our office beginning today Wednesday, March 18, 2020 while continuing to properly support the public to the best of our abilities until April 1, and then the situation will be re-evaluated.

We are limiting the number of in-person transactions for processing new title transactions, marriage license issuance, and recording documents in the real estate recording records.

We ask that customers mail in their motor vehicle renewal payments or use the drop box that is located in the parking lot east of the county courthouse building, which will be checked 2 times per day. This box is under surveillance and will be open 24 hours per day including weekends and holidays. It is a felony to break open or tamper with the box. Renewals can also be done on-line

While we are under limited public access, staff will be here to assist customers by answering phones, faxes, e-mails, and process whatever comes in through the mail. We will be working regular business hours from 8:00 a.m. - 4:00 p.m.

**Motor Vehicle:**

- Out of State and Private party sales (person to person vehicle sales), we want to remind you that you still need to pay your city sales tax when we issue you a title and registration for buyer(s) that live inside the city limits of Cheyenne Wells and Kit Carson. You can call us to verify all necessary paperwork ahead of time at 719-767-5685.
- Dealer Sales should have the paperwork mailed to the Cheyenne County Clerk's Office. Your paperwork will be processed and you will be notified by the state with a little white postcard that your title work is complete. If we are missing something we will contact you.
- During this closure the DMV reminds everyone that there continues to be 35 online services available for customers available at [mydmv.colorado.gov](http://mydmv.colorado.gov).

**Recording:**

- Cheyenne County will only issue marriage license by appointment to help control the number of people gathering in our office. This is limited to the Bride and Groom only. Also, one party must be a

Cheyenne County resident. We will not issue any marriage licenses after 3:00 p.m.

- Recording services will be handled through mail, electronic recording, or limited in-person transactions. Please call our office for assistance or if you have any questions at 719-767-5685.

**Elections:**

- Please call our office (719-767-5685) for assistance with voter registrations and elections-related needs or you can also go directly to the Secretary of State's website to make any changes or register for the first time a. You can also reach us via e-mail at [cheyenne.elections@gmail.com](mailto:cheyenne.elections@gmail.com) for any assistance.

**Drivers License:**

- **ALL** drivers license offices have been shut down in the state. You can renew online. Even if you are over 65. This will keep people from traveling to another county when one office is closed, thus spreading the virus. We cannot change this for you. It is shut down.

Thank you in advance for your patience and understanding while we work through this trying time.

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