

Colleton County Register of Deeds

For the period of time that Colleton County remains closed to the public, the Register of Deeds Office will follow a limited access plan. Title Abstractors and/or Attorneys for the purpose of accessing or obtaining documents will be allowed in limited pre-scheduled periods beginning Friday, April 3, 2020.

In order to accommodate for the safety of County Staff and the public as well, the following guidelines must be followed:

Only two (2) individuals will be allowed in the Records Room at one time. Appointments must be made by calling the office the day before at 843-542-2745. You will not be allowed in the building if you do not have an appointment.

Time slots for access will be each day, Monday through Friday from **10:00 a.m. until 11:30 a.m.**; and from **2:00 p.m. until 3:30 p.m.** If you find that you cannot make your appointment, please call to open that time up for another individual. Times will be enforced. **NO EXCEPTIONS**

All individuals must wear gloves and practice social distancing. **There will be no contact with ROD Staff. Please plan to use your camera to take pictures of documents in case there are any technical issues with equipment out of our control.**

Computers and work space will be cleaned after each individual.

If you have any symptoms of cold, flu, allergy or other virus, do not enter the building.

Please understand that we are all striving toward a common goal. To conduct business and remain healthy. These guidelines are necessary at this time. Thank you for your patience and understanding.

Debbie Gusler

Registrar of Deeds