

PUBLIC SERVICE ANNOUNCEMENT

We wish to inform you that the Circuit Court Clerk's Office located at 216 North Main Street – Lawrenceville, VA will be temporarily closed for renovations from October 7, 2024, thru November 15, 2024. During this period, we will be making improvements to our restroom facilities to ensure ADA compliance, electrical upgrades along with enhanced security features.

While our office is closed, we will still be available to assist you; however, our record room will be closed to the public. The following alternatives for conducting business are available:

- **Drop Box**
- **Online Payments – www.vacourts.gov**
- **E-File**
- **E-Record**
- **SRA (Secure Remote Access) online access to circuit court land records such as deeds, judgments, wills; etc. (PLEASE NOTE: ALL INFORMATION ACCESSIBLE THRU RECORD ROOM COMPUTERS WILL BE AVAILABLE THRU SECURE REMOTE ACCESS)**
- **Appointments** scheduled as deemed necessary.

Please feel free to contact us at:

PHONE: (434) 848-2215 FAX: 434 848-4307

E-Mail: Jacqueline S. Morgan, Clerk – jsmorgan@vacourt.gov

Ann Connell, Chief Deputy Clerk – aconnell@vacourts.gov

Cheryl Howerton, Deputy Clerk – chowerton@vacourts.gov

Rachel Rolfe, Deputy Clerk – rarolfe@vacourts.gov

We apologize for any inconvenience this may cause and appreciate your understanding and patience during this time. We are excited about the enhancement and look forward to welcoming you back to our newly renovated space!

Thank you,

Jacqueline S. Morgan

Circuit Court Clerk & Staff