



**ST. LAWRENCE COUNTY  
OFFICE OF THE COUNTY CLERK**

48 Court Street, County Courthouse  
Canton, New York 13617-1198  
Telephone (315) 379-2237 Fax (315) 379-2302

**Sandra W. Santamoore**  
St. Lawrence County Clerk  
**Melissa Friedel**  
St. Lawrence Deputy County Clerk

## Memorandum

Effective immediately (11/5/2020):

Due to a new reporting feature, the filings accepted at the St. Lawrence County Clerk's Office will need to have the exact amount due, you may view the filing fees on our website. The St. Lawrence County Clerk's Office will not be able to apply a shortage of filing fees to a customer account. If a filing is short monies it will be the filer's responsibility to issue the County Clerk a new check for the correct amount or an additional check for the shortage. Our office is entitled to keep \$10.00 dollars per document in overage fees, otherwise the filer would need to issue the County Clerk a new check. Any questions can be directed to the County Clerk's Office.

Thank you,

*Sandy Santamoore*

St. Lawrence County Clerk