



TENESHIA HUDSPETH

COUNTY CLERK

Recording the Major Events of Your Life

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Harris County Clerk Digitizes Records to Improve Customer Service

(Houston, TX) – The Harris County Clerk’s Office (HCCO) Records Preservation Department has completed the digitizing of all records archived on microfilm making it easier for customers to search public records. This project has reduced the amount of copies needed to be stored and has cut the archive space by half.

“Back when microfilm replaced hard copy books to record and view records, the public thought it was great to be able to see a document on film three days after it was filed,” **said Harris County Clerk Teneshia Hudspeth.** “Today, we live in a digital age and people expect to see a document online within hours, if not minutes of it being electronically filed.”

As steward of official records, the HCCO is continuously working to stay up to date with technology in order to offer accurate and efficient customer service. This project has reduced the records storage footprint within our facilities and has significantly decreased maintenance costs.

HCCO collaborated with US Imaging to completely digitize and enhance the documents contained within the film library with records dating back to the 1800’s. By doing this, there is no longer a need to maintain the extra working copies of microfilm.

Close to 110,000 rolls of microfilm were removed and disposed of in accordance with Texas State Archives film destruction policies. HCCO continues to store all permanent records in several formats, including the master copies of the microfilm and the hard copies of books that are kept at the Records Archives facility.

“Last summer, we launched our e-Commerce website feature that allows clients to retrieve and purchase documents without having to leave their homes,” **added Clerk Hudspeth.** “This was especially helpful for people who could not come to our offices because of the current health crisis.”

The public can easily access records on www.cclerk.hctx.net. They can view index records and print unofficial watermarked copies for free. Records available online for purchase include Real Property documents, Maps, Condos, Marriage Licenses, Assumed Names, Probate Court, County Civil Court, Miscellaneous Personal Records, Foreclosures, Animal Brands, Conflicts of Interest, Personal Financial Statements, Public Notices, and Commissioners Court Bids.

For questions relating to web sales, please contact the Harris County Information & Public Service Department at (713) 274-6390 or email ccoinfoFM@hccountyclerk.com. To reach other departments call 713-274-8600. To stay updated about our services, please follow us at @HarrisCoTXClerk on Facebook, Twitter, and Instagram.



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Records Preservation department packed 25 pallets containing 110,000 rolls of microfilm.



Extra working copies of microfilm picked up and disposed of in accordance with Texas State Archives policies.



HCCO digitized and enhanced the documents contained within the film library, including records dating back to the 1800's. (L to R: Shane Holman Manager/Sr. Director of Data Entry & Records Preservation and Teneshia Hudspeth, Harris County Clerk)



(Pictured L to R) Harris County Clerk Teneshia Hudspeth, Project Manager Shane Holman, and Assistant Director of Information Clinton Loomer.

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