



MARK A. LUNN

Ventura County Clerk-Recorder, Registrar of Voters

Instructions for Public Inquiry Search on Website:

- Our website is: VenturaClerkRecorder.org
- It will show COUNTY CLERK/COUNTY RECORDER/ELECTIONS. Click on the department **COUNTY RECORDER**
- Click on link: **GRANTOR/GRANTEE SEARCH**
- Click on **CONTINUE**
- You should now be on the **AiLiS PUBLIC INQUIRY**
- You will do the search by **LAST NAME, FIRST NAME OF PROPERTY OWNER**
- To the **right** where it says “**ALLOWED DOCUMENT TYPES**” check on **RECORDER**
- **MAKE SURE POP-UP BLOCKERS ARE TURNED OFF SO RESULTS CAN SHOW**
 - ***TO THE LEFT, THERE IS A “HELPFUL TIPS FOR USERS” BUTTON TO SHOW HOW TO TURN OFF THE POP-UP BLOCKERS.***
- Once the document needed is found, **you can click on “Order Copy/Certified Copy”** to order copies online.
- Documents ordered online will be **mailed within 3-5 business day**