## **HOW TO ORDER COPIES**

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- If you would like a copy of a record or document sent to you, either by mail or email, first contact our office (by email or phone). Because the number of pages vary from record to record, the cost will vary. Please note—most files contain more than one or two pages. Some may contain fifty or more! There is a minimum fee of \$10, which includes up to ten pages of copies, letter, or legal size. Any order over ten pages will be at 25¢ per page (plus \$10 minimum fee), plus any additional charges for postage and/or a flash drive. For large copy orders, requiring more than one hour of staff time, a charge for labor may be added to the copy order.
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\*Name of the collection: Name of record, exactly as appears on the guide:

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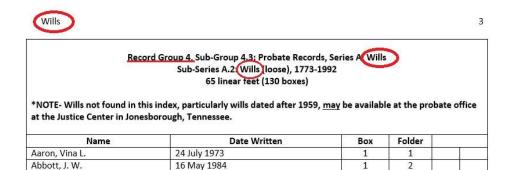
*Name of the collection:	Name of record, exactly as appears on the guide:

\*Name of the collection, such as: County Court, Judicial Court case files, Chancery Court case files, wills, etc. This can be found at the top of the list where the record was found.

### **EXAMPLES:**

For a copy of a will: Will and the name of person and year the will was written.

Example: Will – Vina L. Aaron, 1973



For a copy of a Judicial Court case file:

Example: "County Clerk, case file, Hart, Thomas vs. Elijah Robertson, 1779".

## **RECORD GROUP 5**

#### **COUNTY CLERK RECORDS**

# **GUIDE**

Sub-series F.1: Case Files, 1779-1950 39 linear reet (/8 boxes) 37 linear feet (25 boxes) yet to be processed

**Sub-series Description** 

For a copy of a Superior Court case file: Superior Court, case file and the name of the case. Example: Superior Court Case files, Smith, John vs. William Bean



# Series B: Casebook and Case Files, 1784-1819 and undated Boxes 1-18

## **Series Description**

The series begins with a casebook covering 1788-1807 and then continues with files of loose records from court case records for the period 1784-1819. The casebook contains a list of cases and a