



HUGH NGUYEN

ORANGE COUNTY CLERK-RECORDER

Hall of Records - 12 Civic Center Plaza, Room 101, Santa Ana, CA 92701 (714) 834-2500



[Visit us at www.ocrecorder.com](http://www.ocrecorder.com)

Winter 2015 Edition

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Our Websites:

www.ocrecorder.com

www.ocarchives.com

Welcome

Thank you for your interest in the newsletter for the Orange County Clerk-Recorder Department. We'll be bringing you periodic updates on the latest news and information regarding the department. I am honored and privileged to serve as your County Clerk-Recorder. Please contact my office at (714) 834-2500 or visit us at www.ocrecorder.com for more information.

Sincerely,

Hugh Nguyen
County Clerk-Recorder

Clerk-Recorder Hugh Nguyen Takes Oath of Office



On January 2, 2015, Clerk-Recorder Hugh Nguyen took the oath of office which was administered by Orange County's 3rd District Supervisor Todd Spitzer inside the Board Hearing Room at the Hall of Administration Building in the City of Santa Ana.

After taking the oath, Nguyen became the first Vietnamese-American ever to be elected to the position of Clerk-Recorder during a county-wide election

and in the country. Clerk-Recorder Nguyen's new four year term of office began January 2015.

To read the news release click here:

<https://cms.ocgov.com/civicax/filebank/blobdload.aspx?BlobID=41519>

Saturday Hours Planned for April 25th and May 16th

Plan now to take advantage of Saturday hours available at the Orange County Clerk-Recorder Department on Saturday, April 25th and May 16th from 10 am to 3 pm at the Old County Courthouse in Santa Ana and at the Department's Branch Offices in Laguna Hills and Fullerton. The Old County Courthouse will be offering marriage licenses, civil wedding ceremonies and passport services only. The Archives will also be open to the public. Copies of property records and birth, death and marriage certificates will be available at the Laguna Hills and Fullerton branch offices as well as obtaining marriage licenses and ceremonies.

For your convenience our South County Branch Office in Laguna Hills now offers passport services. For more detailed information visit us at www.ocrecorder.com.

Passport Services Now Available at Three Locations

Clerk-Recorder Hugh Nguyen has been busy making services more accessible for the public. Besides from opening his offices one Saturday per month, he has also increase the number of locations that offer passport services. The department now has passport services at the Old County Courthouse in Santa Ana, the County Community Service Center in the City of Westminster and the department's South County Branch Office in Laguna Hills.

Customers can now apply for a passport and get their passport photos at all of the locations offering passport services.

For more detailed information about our passport services, visit www.ocrecorder.com

South County Branch Office Offers One-Stop-Shop for Orange County Born Passport Applicants



Last November, the Clerk-Recorder Department began accepting and processing passport applications at the department's South County branch office, located at 24031 El Toro Rd., Suite 150 in the City of Laguna Hills. Passport services at the Laguna Hills office are available between the hours of 9:00 a.m. and 4:30 p.m., Monday through Friday.

Providing passport processing in South County is another step taken by Clerk-Recorder Hugh Nguyen to increase accessibility to the services offered by his department. The addition of passport processing services to the South County branch office creates a one-stop-shop for passport applicants born in Orange County. Applicants will be able to obtain their birth certificate at our downstairs main office, and then apply for a passport at our upstairs office.

Previously, the department only offered passport processing at the Old County Courthouse in Santa Ana and at the County Community Service Center in Westminster. Customers can apply for a passport book or a passport card. They may also purchase passport photos from the Clerk-Recorder Department

on site. The fee is \$15.00 (for two photos). Also for those born in Orange County, customers can obtain a copy of their birth certificates which is needed for processing their passport application. The fee is \$28.00 per certified copy of a birth certificate.

To read the news release click here: <https://cms.ocgov.com/civicax/filebank/blobdload.aspx?BlobID=39930>

Valentine's Day Nuptials Net Most Successful Saturday Opening for Clerk-Recorder



Love was definitely in the air this past Valentine's Day as couples flocked to Clerk-Recorder Hugh Nguyen's offices to tie the knot while at the same time making the day the clerk-recorder's most successful Saturday opening ever. Department staff issued a record breaking 223 marriage licenses and performed 187 marriage ceremonies - department highs for a Saturday office opening.

The previous record for most ceremonies performed on a Saturday was 151 ceremonies set on 12/13/14 - a date with consecutive numbers. The previous record for most licenses issued on a Saturday was 171 licenses set on

10-18-2014. Also contributing to the high numbers this Valentine's Day was the fact that the day landed on a Saturday and the department opened from 8 am to 3 pm instead of the usual 10 am to 3 pm Saturday hours.

"We knew we were going to be busy and we were ready," said Clerk-Recorder Nguyen. "I would like to thank all my staff and our volunteers for all their hard work which made this a special day for our customers."

Clerk-Recorder Nguyen would like to thank State Assembly Member Young Kim and County Board of Supervisors Andrew Do, Michelle Steel and Lisa A. Bartlett for volunteering and officiating several ceremonies. He would also like to thank Tina G. Aldatz, Tina Marie Estrada and Steven Nguyen for also volunteering and officiating ceremonies on such a special day.

To read the news release click here: <https://cms.ocgov.com/civicax/filebank/blobdload.aspx?BlobID=42352>

January Saturday Opening Sees Double and Triple Digit Increases



Demand for marriage and passport services during Clerk-Recorder Hugh Nguyen's special Saturday hours this January saw double and triple digit increases compared to last year's January Saturday hours. The department issued 33% more marriage licenses and processed 150% more passport applications compared to last year's January Saturday hours.

On Saturday, January 24th, the department issued 128 marriage licenses and processed 35 passport applications. Last year during the department's January 11th Saturday hours, the

department issued 96 marriage licenses and processed 14 passports. These numbers show that demand for Saturday hours is still strong and more importantly continues to grow.

The department will continue to offer Saturday hours throughout this year. As a convenience, the department has listed the next six Saturday openings on its home web page.

To read the news release click here: <https://cms.ocgov.com/civicax/filebank/blobdload.aspx?BlobID=41850>

2014 Employee of the Year



During the department's 2014 Staff Appreciation Luncheon, Clerk-Recorder Hugh Nguyen had the pleasure of announcing Diana Saldana as the department's Employee of the Year. Each month the department recognizes employees who go above and beyond their normal duties and offer excellent services to our customers. Diana works in the department's Clerk Operations where she assists customers with obtaining important documents as needed. Diana was also Employee of the Month in April 2014. Congratulations to Diana on her achievement and best wishes for the new year!!

Clerk-Recorder Hosts 2nd Annual Staff Appreciation Luncheon



This past December, the Clerk-Recorder Department held its 2nd Annual Staff Appreciation Luncheon at its main office in Santa Ana. Clerk-Recorder Hugh Nguyen and his senior managers wanted to take this opportunity to show staff that their hard work and dedication to serving the public does not go unnoticed. Clerk-Recorder Nguyen and his management team treated their staff to a hearty lunch which was celebrated in a holiday setting.

The Clerk-Recorder addressed his staff and let them know that he appreciates everyone's hard work and that he is very thankful for having such a great staff.



Clerk-Recorder Hosts 2nd Giving Back to the Community Event



On December 17, 2014, the Clerk-Recorder Department held its “Giving Back to the Community” event at its main office in Santa Ana. The department hosted children from Andrew Jackson Elementary school in Santa Ana for some Christmas fun and gifts. Santa Claus (Clerk-Recorder Hugh Nguyen) visited the children and helped hand out some gifts and took pictures with the children. The gifts were donated by Clerk-Recorder Department staff. Participating staff members sponsored a child, each sponsor was given the name of the child, age and gender so that appropriate gifts were selected for the children. The children were also treated to juice and cookies during their visit.



Employees of the Month

ORANGE COUNTY  CLERK-RECORDER

EMPLOYEE OF THE MONTH

Is hereby awarded to:

IRENE GURDON

For your dedication to providing exceptional customer service and your willingness to go above and beyond during the month of:

FEBRUARY 2015


Hugh Nguyen
County Clerk-Recorder



ORANGE COUNTY  CLERK-RECORDER

EMPLOYEE OF THE MONTH

Is hereby awarded to:

DULCE CUEVAS

For your dedication to providing exceptional customer service and your willingness to go above and beyond during the month of:

JANUARY 2015


Hugh Nguyen
County Clerk-Recorder



ORANGE COUNTY  CLERK-RECORDER

EMPLOYEE OF THE YEAR

Is hereby awarded to:

DIANA SALDANA

For your dedication to providing exceptional customer service and your willingness to go above and beyond during the month of:

2014


Hugh Nguyen
County Clerk-Recorder



ORANGE COUNTY  CLERK-RECORDER

EMPLOYEE OF THE MONTH

Is hereby awarded to:

KRISTOPHER PRIZIO

For your dedication to providing exceptional customer service and your willingness to go above and beyond during the month of:

NOVEMBER 2014


Hugh Nguyen
County Clerk-Recorder

