

**You may obtain Documents or Plats without making the trip to Ravenna.**

**Our procedure for obtaining documents is as follows:**

E-mail me with your volume and page number ([hculler@portageco.com](mailto:hculler@portageco.com))

I would pull the book or plats and E-mail you back page totals.

Then you may choose delivery method from the options listed below:

**Send a check with your request through the mail option:**

**Per Page**

\$2.00 Plat

\$2.00 For all other Documents

\$1.00 To Certify (per document)

Total pages are \_\_\_ @ \$2.00 per page = \_\_\_ plus a **self-addressed stamped envelope** large enough to mail requested documents.

Will mail out immediately upon receiving check!

**Checks payable to: Portage County Recorder's Office  
449 S. Meridian St  
Ravenna, Ohio 44266**

**Send a check with your request to fax option:**

**Per Page**

\$4.00 Plat

\$4.00 Copies

Total pages are \_\_\_ @ \$4.00 per page = \_\_\_\_\_

**Will fax immediately upon receiving check!**