

Glenda Henson
Montague County Clerk
11339 St. Hwy 59 N.
P.O. Box 77
Montague, Texas 76251
(940) 894-2461
(940) 894-6601 Fax
mcoclerk@windstream.net



April 30, 2020

Effective May 1, 2020 the following guidelines will apply for the Montague County Clerk's Office due to Governor Greg Abbott's most recent executive Order # GA-18.

The doors will be open and the hours are 8:00 till 12:00 and 1:00 till 4:45.

****The Office will be limited to 4 occupants at a time in the Records Room. (if more than 4 are present, occupants will be limited to 1 hour of research time, each occupant must sign in and document time of arrival)**

****The Office will be limited to 2 occupants at a time at the Front Counter of the Main Office. (Please remain in the hall until Counter occupants exit if needed)**

****Application for Marriage License must be made by appointments only. Forms are available on our website, www.co.montague.tx.us County Clerk, Forms. Fill this form out completely bring with you, both applicants must appear in person to issue.**

****Those needing to record Assumed Names, Brands, etc. these forms are available on the website and can be filled out ahead of time to provide in and out quickly.**

****Birth/Death Certificates: applications are also available online and can be filled out ahead of time to provide in and out quickly.**

****All other Document Recordings will be handled following such guidelines listed.**

Any other questions feel free to give us a call. Our goal is to try and make this uncertain time as safe for the Employees and Staff as possible.

I ask if you are sneezing, coughing, or have fever to stay home and call, we will do everything we can to accommodate you from there. If you have sick children, I ask the same. Most of all the above can be done by fax, email, or mail, (excluding Searches, and Marriage License-- I encourage to do so!

Thank you,

Glenda Henson, Montague County Clerk