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**CLERK OF COURTS
OFFICE RELOCATION**

NOTICE

The Clerk of Courts Office will be relocating to 417 N West St (the former Allen County Public Defender's Office) the week of March 16th, 2026. During this transition, our office will remain open to serve the public; however, operations will be conducted with limited staffing. You can still receive service at our current location until Thursday of that week. Starting March 19th the remaining staff will be moved to the new location.

As a result, response times may be longer than usual. Some services may experience temporary delays, and phone availability may be limited at times. We anticipate that certain workloads may fall behind during the move, but please be assured that our team is working diligently to minimize disruption and restore full service as quickly as possible.

We respectfully ask for your patience and understanding during this transition. Our priority remains providing accurate, efficient service to the public, and we will do our very best to maintain operations throughout the relocation process.

Thank you for your continued cooperation and support.

A handwritten signature in black ink that reads "Jennifer McBride".

Jennifer McBride
Allen County Clerk of Courts