



**COUNTY OF MANITOWOC
COUNTY CLERK**

1010 South 8th St., Ste. 115
Manitowoc, WI 54220-5399

Jamie J. Aulik
Manitowoc County Clerk

Telephone: (920) 683-4004
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**MANITOWOC COUNTY CLERK
PUBLIC RECORDS NOTICE**

The Office of the County Clerk provides a number of services to the public, the Manitowoc County government, and other units of government.

The Office of the County Clerk is located in the Manitowoc County Courthouse, 1010 South 8th Street, Room 115, Manitowoc, WI 54220. Its regular office hours are from 8:30 a.m. to 5:00 p.m. on Monday and from 8:30 a.m. to 4:30 p.m. on Tuesday through Friday, holidays excepted.

The County Clerk is a county government official within the meaning of Wis. Stat. §59.23. The legal custodian of County Clerk records is Jamie J. Aulik. Information about records and access to records is available from any County Clerk employee.

Some County Clerk records may be exempt from disclosure under the Wisconsin Public Records Law because they are protected by proprietary agreements; common law; confidentiality requirements; court decisions or orders; or local, state, or federal regulations, rules, or laws.

If you ask to inspect or copy an exempt record, you will be told why the record is not available for public inspection and what appeal rights you may have. Public records will be made available for inspection at the Office of the County Clerk during regular office hours. No original record may be removed from the County Clerk's office.

Copies of public records may be obtained upon request at a cost of 25 cents per page for regular photocopies made by County Clerk staff or for the actual, necessary, and direct cost of reproduction in all other cases. A location fee may be charged if the cost of locating a requested record exceeds \$50. Advance payment may be required if charges exceed \$5.