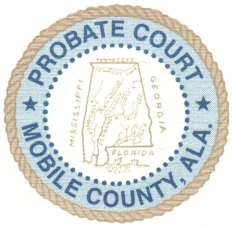
Don Davis
Judge of Probate
Joe McEarchern, Jr.
Chief Clerk/Administrator
Richard T. Johnson, Jr.
Administrative Assistant
Gerald W. Stork, Jr.
Administrative Assistant



Judicial Division - (251) 574-6001
Recording Division - (251) 574-6040
Records Division - (251) 574-6070
Elections Division - (251) 574-6080
Accounts Division - (251) 574-6101
Facsimile - (251) 574-6003

PROBATE COURT OF MOBILE COUNTY, ALABAMA

CHECK ACCEPTANCE POLICY AUGUST 8, 2011

Please note that the Court has revised its policy regarding acceptable methods of payment for court costs, recording fees and the purchase of copies of documents. The revised policy is effective immediately.

DOCUMENT RECORDING AND RECORD ROOM

1. Acceptable forms of payment are: cash, certified check, cashier's check, "bank" check, bank "official" check or money order.

2. No "third-party" checks or money orders will be accepted.

3. All checks and money orders should be made payable to the Judge of Probate. Except as provided herein, personal checks and business entities' checks must be drawn on a bank or credit union that has an office physically located in Mobile County, Alabama.

4. The name and address of the individual or business entity submitting the check should be printed on the face of the check. No "starter" or "counter" checks will be accepted.

5. Persons and business entities with residences or offices not located in Mobile County, Alabama may obtain advance approval of the acceptance of their checks drawn on banks not located in Mobile County, Alabama by completing and returning to the Probate Court the attached check information sheet. Upon confirmation of the information furnished, the Court may accept said checks.

6. Checks from Alabama attorneys will be accepted subject to being removed for presenting a "bad" check.

7. Persons offering a check for a document recording will be requested to furnish a current Alabama driver's license (or an Alabama non-driver identification card), date of birth, driver's license number and telephone number.

MARRIAGE LICENSE

There has been no change in the Court's policy regarding payment for marriage licenses. No personal or business checks will be accepted for marriage licenses. Cash, certified checks, cashier's checks, "bank" checks, bank "official checks" and money orders will be accepted.

LOSS OF CHECK PRIVILEGES

1. Presenting a check which is returned to this Court for non-payment for any reason will result in the loss of the privilege of recording or purchasing documents by personal or business check. Reinstatement of such privileges must be pre-approved by the Judge of Probate.

Post Office Box 7 • Mobile, Alabama 36601
email: probatecourt@probate.mobilecountyal.gov • website: www.probate.mobilecountyal.gov

MOBILE COUNTY, ALABAMA PROBATE COURT
PERSONAL/BUSINESS ENTITY CHECK APPROVAL APPLICATION

Name of Person/Business Entity: _____

Street Address: _____
_____

Mailing Address (if different from street address): _____
_____

Telephone Number: (_____) _____

If Individual - Individual's Social Security Number: _____
If Individual - Individual's Date of Birth: _____
If Individual - Name and Address of Employer: _____
_____

If Business Entity - Business Entity's Federal EIN: _____
If Business Entity - Name of President or Managing Principal of Entity: _____
_____

Name and Address of Applicant's Bank: _____
_____

Telephone Number of Applicant's Bank: (_____) _____

Account Number: _____

PERJURY STATEMENT

The undersigned acknowledges and affirms under the penalty of perjury that the aforesaid information is true and correct to the best of his/her information, knowledge and belief.

Dated: _____, 20____

_____