

## **SANGAMON COUNTY RECORDER'S OFFICE FREEDOM OF INFORMATION**

**MAIN OFFICE** – Sangamon County Recorder, 200 S. Ninth Street Room 211, Springfield, Illinois 62701

**PURPOSE** - The Recorder's office is the official land records office for Sangamon County. The United States Constitution provides every individual the freedom and right to own property in their own name. That freedom is protected in the Office of the Recorder by permanently recording all original documents pertaining to property ownership and real property transactions within Sangamon County. The Recorder's office is also responsible for the recordation and storage of subdivision plats, land surveys and monument records. It is our responsibility to maintain accurate and timely indexing and maintenance of documents reflecting the chain of title to land within Sangamon County.

**FREEDOM OF INFORMATION OFFICER** – Sangamon County Recorder's Office's freedom of information officers are as follows:

Joshua A. Langfelder, Recorder  
Michelle Landess, Chief Deputy Recorder

**BUDGET** – The office of the Sangamon County Recorder has a budget for the current fiscal year of \$1,017,225.

**EMPLOYEES** – Sangamon County Recorder's Office currently has 8 full-time employees.

**FREEDOM OF INFORMATION PROCEDURES** - Requests for freedom of information shall be made in writing and directed to the Sangamon County Recorder's Office at the above address. The requests may be submitted via personal delivery, mail, fax or email. A simple form is available to assist the requestor if they so choose.

**SANGAMON COUNTY RECORDER'S OFFICE OVERSIGHT** – The Sangamon County Recorder's Office budget is governed by the 29 member Sangamon County Board, who are elected at large to a four year term. The office is controlled by the Recorder who is elected at large in Sangamon County to a four year term. The Sangamon County Recorder has broad discretion over internal control of the personnel, practices, funds and policies within the Recorder's office.