

# OKALOOSA COUNTY CLERK OF COURT ELECTRONIC RECORDING SERVICE PROCESS

RECORDING CUSTOMER/  
SUBMITTER



Customer scans and submits recording package to eRecord vendor.



Customer obtains recorded package from eRecord vendor

eRECORD VENDOR

Receives recorded package for customer retrieval



eRecord vendor submits recording package to Okaloosa County Clerk's Office



OKALOOSA COUNTY CLERK'S  
OFFICE

Accepted 

Accepted package is recorded and returned to the eRecord vendor



Okaloosa County Clerk's Office reviews package and either accepts or rejects package

Submitted

Rejected 

Rejected package is returned un-recorded to the eRecord vendor