



August 15, 2023

News release

FOR IMMEDIATE RELEASE

Contact: Regi Waligora
262-653-2552

Kenosha County Clerk's Office outlines services available to the public

Kenosha County Clerk Regi Waligora is encouraging people in need of a U.S. Passport to use her office as a timesaving alternative to the Post Office.

Passport applications are among the many services that the County Clerk's Office offers on a by-appointment basis, with no lines or waiting in most cases, Waligora said.

"Many people may not realize that we are here to assist with new passport applications, renewals, passport photos, and more," Waligora said. "And by offering these services by appointment, with an easy online registration system, we are often able to help as soon as you walk into the building."

The County Clerk's Office is located on the first floor of the Kenosha County Administration Building, 1010 56th St., in downtown Kenosha. Free street parking, including designated accessible spaces, is available outside the building.

Waligora said the office has five staff members trained by the U.S. Department of State to assist with passport applications.

Applications for passports can be found online at <https://travel.state.org> or in the County Clerk's Office. Appointments to complete the applications may be made on the County Clerk's Office website at <https://www.kenoshacounty.org/137/County-Clerk>.

Waligora said people should ensure that applications are printed on individual pages and completed in black ink, and that they bring the completed unsigned application along with the required documentation to the appointment.

A check or money order must be brought to the appointment for the U.S. Department of State fees, and a separate payment to the Clerk's Office can be made in any form of payment. Contact the clerk's office for details on the documents required.

(Birth certificates issued in Wisconsin may be obtained elsewhere in the Administration Building, in Register of Deeds JoEllyn Storz's office.)

Other services:

Along with passports and marriage licenses, Waligora said the Kenosha County Clerk's Office also has registered notary publics who can assist with any notary questions and paperwork. Waligora said people must make sure to bring in the unsigned forms that need to be notarized along with a valid photo ID.

The County Clerk's Office processes marriage license applications for any individuals getting married within the State of Wisconsin. Couples are asked to schedule an appointment on the clerk's office website or by phone. Visit the Clerk's Office website to view the application requirements or call the office.

"Our office is here to serve the community, and we encourage people to check out what we have to offer," Waligora said.

More information:

People with any questions about the services that the Kenosha County Clerk's Office offers are encouraged to call 262-653-2552 or send an email to countyclerk@kenoshacounty.org.

###