



Broome County
OFFICE OF THE COUNTY CLERK

Joseph A. Mihalko, County Clerk

Christopher P. Dziejczak, Executive Deputy County Clerk
Rosalie A. Catalano, Deputy County Clerk
Frances Martin-Childs, Deputy County Clerk
Darlene R. Croston, Deputy County Clerk - DMV
Sara Jo Kukowski, Records Management Officer

Memo regarding use of black and blue ink on legal documents

Following a recent luncheon meeting with the Bar Association's County Clerk Committee, the Broome County Clerk's Office is updating its policy for the use of black and blue ink on legal documents that are filed or recorded in our office.

The prime consideration by the Broome County Clerk's Office is that signatures on documents that are submitted for filing or recording are legible when scanned into our online document system for indexing, searching and viewing. Our office is willing to accept both black and blue ink. Currently, many judicial chambers use blue ink, and our current scanning technology has no problem picking up blue ink for legible scans. We want to clarify that the use of blue ink is also available for local practitioners.

Practitioners are encouraged to use black and blue ink, with the goal of making signatures dark enough to be legible when scanned. We reserve the right to reject documents that are signed in other ink colors that may not be legible when scanned. While the use of red, purple or green ink might be distinctive and creative, those ink colors do not always scan well.