

The Ector County Clerk's Office is open Monday through Friday from 8:00 a.m. until 4:30 p.m. and is located at 300 N. Grant, Room 111, Odessa, Texas. The telephone number is 432-498-4130.

Birth Certificates

1. You may purchase birth certificates for births that occurred in any Texas county from the Ector County Clerk's Office.
2. The birth certificate must be for you or an immediate family member.
Please remember that if there is no father listed on the birth certificate, the certificate may only be issued to the mother or maternal grandmother.
3. You must have valid identification.
4. Birth Certificates are \$23.00 each.
5. You may request the birth certificate in person or by mail. When making your request by mail, please do not forget to include the name on record, both parents' names (mother's maiden name) and date of birth. You must also include a copy of your identification and a money order/cashier's check for \$23.00. Your request should be mailed to Ector County Clerk, P.O. Box 707, Odessa, Texas 79760.

Death Certificates

1. Death certificates are only available for deaths that occurred in Ector County.
2. The death certificate may only be released to immediate family members.
3. You must have valid identification.
4. Death certificates are \$21.00 for the first copy and \$4.00 for each additional copy.
Each time you make application for a death certificate the first copy is \$21.00.
5. You may request death certificates in person or by mail. When making your request by mail, please do not forget to include the name on record, both parents' names (mother's maiden name) and date of death. You must also include a copy of your identification and a money order/cashier's check for the correct amount. Your request should be mailed to Ector County Clerk, P.O. Box 707, Odessa, Texas 79760.

Marriage Licenses

1. You must be 18 years of age, have valid picture identification, and birth certificates. People 16-17 years of age may not obtain a marriage license without parental consent. No one under 16 years of age will be issued a marriage license.
2. Both parties must be present.
3. There is a 72 hour waiting period from the time we issue the license until the time that you can be married.
4. The license is valid for 30 days from the date it is issued.
5. A Marriage License is \$72.00 (cash only).
6. Please visit the following website for information on pre-marital counseling www.twogetherintexas.com.

Certified Copy of Marriage License

1. You must have identification.
2. A certified copy of a marriage license is \$6.00 each
3. You may request a certified copy of your marriage license in person or by mail. When making your request by mail, please do not forget to include the names on record with the wife's maiden name and date of marriage. You must also include a copy of your identification and a money order/cashier's check for \$6.00. Your request should be mailed to Ector County Clerk, P.O. Box 707, Odessa, Texas 79760.

Military Discharge Records

1. You must present valid picture identification when requesting a certified copy of a military discharge record.
2. There is no fee to record military discharge records nor is there a fee for certified copies of these records. When requesting a certified copy of your military discharge by mail, please do not forget to include a copy of picture identification, the branch of military, date of service and your full name. If you would like to record your military discharge record, please bring or mail the original (you will get the original back after recordation) to Ector County Clerk, 300 N. Grant, Room 111, Odessa, Texas 79761.

**If you would like to expedite receipt of your request you may include a prepaid priority service envelope and we will process your request the day it is received in our office.

