

# eCertification Portal

**eCertification** is a software used by the Clerk's office to generate tamper-proof and self-validated certified copies of Court Records and Real Estate Recordings. Customers can purchase electronically certified records from the convenience of their home, their smart phone, or anywhere they have internet access 24-7, and upon processing by the Clerk's office, receive them as secured PDFs via email or online at <https://ecert.gsccca.org>

To request an eCertified copy, simply go to <https://ecert.gsccca.org> to create an account. Once registered, log in to get started:

Follow the steps to submit a request for an eCertified document.

1. Click Submit a New Request at the top, right corner of the page.
2. Select the county where the record is located.
3. Select the document type.
4. Select Continue to Submit the Request.
5. Complete all required fields and select Submit request.

Once the Clerk's office processes the request, payment authorization will be required. When the Request Status is Awaiting Payment Final Authorization, submit final payment authorization by clicking on Awaiting Payment Final Authorization and following the prompts. Once payment authorization is received and finalized by the Clerk's office, a final email will be sent containing an authentication link which also includes the purchased eCertified copy of the requested document.