

BASIC FEE SCHEDULE (effective 10/1/2009)

LAND RECORDS (Sec. 7-34a):		
Recording documents	\$ 53.00 1 st page	
Surcharges	\$ 5.00 each subsequent page or portion thereof \$ 2.00 Each transfer reportable to the State \$ 5.00 if current mailing address of grantee not given \$ 1.00 if names of those executing, witnessing and acknowledging are not typed or printed under signature \$ 20.00 hand-held scanner usage	
CONVEYANCE TAX (Sec. 12-494):		
STATE:		
Residential property & unimproved land	.005 X Consideration (purchase price)	
Residential dwelling over \$800,000	.005 X 800,000 + .01 X amount over 800,00	
Non-residential except unimproved land	.01 X Consideration	
LOCAL:		
All categories	.0025 X Consideration	
FILING FEES (Sec. 7-34)		
Trade Names	\$ 5.00 each	
Map	\$ 10.00 each	
Map – subdivision – 3 or more parcels	\$ 20.00 each	
COPIES, CERTIFIED COPIES OF LAND RECORDS, MAPS (Sec. 7-34a)		
Copies of documents	\$ 1.00 each page	
For certifying of documents	\$ 2.00 each page	
Copies of maps, surveys	Actual cost of reproduction	
For certifying maps	\$ 2.00 each	
FREEDOM OF INFORMATION (Sec. 1-212)		
If copying fee is not specified above, fee for copy of documents (minutes, legal notices, etc.) shall not exceed \$.50 per page. Fee for cost of transcription or printout shall not exceed actual cost thereof. Fee for certifying such document shall be \$2.00 for the first page and \$.50 for each subsequent page. For records stored in a computer system and voter registration records, see chapter III.		
COPIES OF VITAL STATISTICS (Sec. 7-73, 7-74, 7-76)		
Birth, Death, Marriage – Certified	\$ 20.00	
TRANSFER STATION		
Dump sticker	\$25.00 per household. Must present proof of registration for each vehicle within the household when obtaining stickers. Stickers expire annually on October 31 st . There is no pro-rating for partial year. \$2.00 One day sticker	
NOTARIES PUBLIC (Sec. 7-34a, 3-94n, 3-94o)		
No fee for Notary Service in the Town Clerk's Office of Town Hall		
For recording:		
Original commission of notary public	\$ 10.00	Only original and renewal commissions require notary to take oath; the various changes of name and address do not require an oath.
Renewal of Commission	\$ 10.00	
Change of name only	\$ 1.00	
Change of name & change of address within town	\$ 1.00	
Change of name & change of address new town	\$ 10.00	
Change of address to new town - no name change	\$ 10.00	
Change of address within town – no name change	No charge	
Authentication Notary Signature	\$2.00 Documents being sent to certain countries may need the apostille or authentication of the Secretary of State in addition to that of the Town Clerk. The document, accompanied by a \$20.00 fee, should be directed to: Authentications; Secretary of State; 30 Trinity Street; Hartford, Ct 06106	