

(rev. January 2020)

## **BASIC FEE SCHEDULE**

### **Land Records (Sec.7-34a):**

\$60.00 first page, \$5.00 each subsequent page or portion thereof.

### **Recording Nominee (MERS) Assignment/Release (Grantor only) (Public Act 13-247):**

\$159 flat fee with no additional page fee

**Recording Nominee (MERS) Other Documents:** Mortgage, Modification, Subordination, Warranty Deed, Assumption/Amendment or Assignment/Release (Nominee is Grantee) - \$159 plus \$5 for each additional page.

**Surcharges:** - \$ 2.00 each transfer reportable to State.

- \$ 5.00 if current mailing address of grantee not given in any deed conveying title to real estate.

- \$ 1.00 if names of those executing, witnessing and acknowledging are not typed or printed under signature.

Fees paid for recording documents shall include therein payment for the return of the documents (Section 7-34a(b)).

**ASSIGNMENTS:** \$2.00 fee for assignments subsequent to the first two. (7-34a(a)). Multiple assignments are limited to twenty on a single document. (7-29(b))

### **CONVEYANCE TAX (Sec.12-494):** (Sec.12-494):

State - residential property & unimproved land - .0075 x consideration

residential dwelling over \$800,000 - .0075 x \$800,000 + .0125 x amount over \$800,000

non-residential except unimproved land - .0125 x consideration Local - all categories- .0025 x consideration

### **FILING FEES- MAPS, MISCELLANEOUS DOCUMENTS (Sec.7-34a):**

Any document (inc. Trade Names) - \$10.00 each

Healing Arts Registration -\$5.00 each

Any map - \$20.00 each

Maps of subdivisions of 3 or more parcels - \$30.00 each

**LIQUOR PERMITS** (Sec. 30-53): Filing of copy of Liquor Permit -\$20.00 each

**COPIES, CERTIFIED COPIES OF LAND RECORDS, MAPS** (Sec. 7-34a):

Copies of documents (in any format) - \$1.00 each page

For use of battery-powered scanner - \$20.00 per occasion

For certifying documents - \$2.00 each

Copies of maps, surveys - Actual cost of reproduction

For certifying maps - \$2.00 each

**VITAL STATISTICS (Sec. 7-73, 7-74, 7-76):**

Marriage license - \$50.00

Short-form birth certificate - \$15.00

Certified copy of birth, death, marriage, civil union - \$20.00

Burial or removal permit - \$ 5.00

Cremation permit - \$ 5.00

**FREEDOM OF INFORMATION (Sec. 1-212):**

If copying fee is not specified above, fee for copy of document (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.

**NOTARIES PUBLIC (Sec. 7-34a, 3-94n, 3-94o):**

For recording:

original commission of notary public - \$20.00

renewal commission - \$20.00

change of name only - \$15.00

change of name & change of address within town - \$15.00

change of name & change of address to a new town - \$10.00

change of address to new town but no change of name -\$10.00

change of address within town but no change of name -0-

**NOTE:** Only original and renewal commissions require notary to take oath; the various changes of name and address do not require an oath.

For authenticating the signature of a notary: - \$ 5.00

**NOTE:** Documents being sent to certain countries may need the apostille or authentication of the Secretary of the State in addition to that of the town clerk. The document should be directed to Authentications, Secretary of the State, 30 Trinity Street, Hartford, CT 06106.

**\*\*For Information on Notary Licensing, please go to: <https://portal.ct.gov/SOTS/Business-Services/Notary/Notary-Public-Licensing>**

**DOG LICENSES (Sec. 22-338 thru 22-352):**

Neutered male, spayed female - \$ 8.00

Male, female - \$ 19.00

Late licensing penalty - \$ 1.00 per month or fraction thereof

Transfer of ownership - \$ 1.00 for new license/tag if already licensed

Lost tag - \$ .50

Change of residence (town) - \$ .50 for new license/tag

Kennel licenses - \$ 50.00 plus .10 per tag for 10 tags

- \$100.00 plus .10 per tag for more than 10 tags

Guide dog - FREE with satisfactory evidence presented that the dog was placed by an organization which supplies such guide dogs.

**HUNTING, TRAPPING AND SPORT FISHING LICENSES:** See: Fee Schedule for Hunting, Trapping & Sport Fishing Licenses on the Town Clerk Page