January 2016

BASIC FEE SCHEDULE
Amended to January 1, 2016

Please refer to various sections of handbook for exemptions and exceptions.

LAND RECORDS (Sec.7-34a):

Recording documents	- $53.00 first page, $5.00 each subsequent page or portion thereof. The town receives $10.00 for the first page and $5.00 for each subsequent page. Also there is a fee of $3.00 for historic preservation ($2.00 shall be submitted monthly to the State Librarian and $1.00 retained by the Town Clerk). Also there is a fee of $40.00 ($36.00 shall be submitted monthly to the State Treasurer to be credited to an account for land presentation, affordable housing and historic preservation and $1.00 retained by the town clerk and $3.00 retained by the town for local capital improvement projects).

(Public Act 13-247)

Recording Nominee(MERS)	Assignment/Release(Grantor only) - $159 flat fee with no additional page fee ($127 submitted to the State Treasurer and $32 retained for the town general fund).
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 ($110 submitted to the State Treasurer with $39 retained for the town general fund and $10 to the town clerk fund).
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)).

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CONVEYANCE TAX (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*

*Gives 18 towns the option of increasing their municipal real estate conveyance tax by an additional quarter point to .005.

FILING FEES (Sec.7-34a):

Any document	- $ 5.00 each
Any map	- $10.00 each
Maps of subdivisions of 3 or more parcels	- $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	- $30.00 of which $19.00 is to be forwarded to the Department of Health Services by the 10th day after the end of each calendar quarter
Short-form birth certificate	- $15.00
Certified copy of birth, death, marriage, civil union	- $20.00
Burial or removal permit	- $ 3.00
Cremation permit	- $ 3.00
Copies to other towns	- $ 2.00 If the bill for such copies is less than $26.00, no bill shall be sent.

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. For records stored in a computer system and voter registration records, see Chapter III.

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

For recording:

original commission of notary public	- $10.00
renewal commission	- $10.00
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: - $ 2.00

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.

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

Neutered male, spayed female	- $ 8.00 of which $2.00 is to be sent to the State Animal Population Control Fund
Male, female	- $ 19.00 of which $6.00 is to be sent to the State Animal Population Control Fund
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

The town clerk shall retain $1.00 for each license issued, $2.00 for each kennel license issued, and .50 for each replacement tag issued.

HUNTING, TRAPPING AND SPORT FISHING LICENSES

All licenses are valid for the calendar year, except pheasant tags which are valid from October through February.

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Licenses and Permits to hunt, trap and fish are available online, at most town clerks, and at some sporting good stores and DEEP offices. To buy licenses online, or for a listing of places that sell licenses, go to: www.ct.gov/deep/hunting

LICENSES:	RESIDENT	16 + 17 YEAR OLD RESIDENT	NON-RESIDENTS
Firearms Hunting	$19.00	$10.00	$91.00
Firearms Hunting & Inland Fishing	$38.00	$19.00	$110.00
Firearms Hunting & All Waters Fishing	$40.00	$20.00	$120.00
Firearms Hunting & Marine Fishing	$25.00	$13.00	$94.00
Firearms Supersport[1]	$70.00	$35.00	---
Firearms Supersport with Muzzleloader[2]	$84.00	$42.00	---
Firearms Supersport Waterfowl[3]	$50.00	$25.00	---
Junior Firearms Hunting (Ages 12 to 15)	$11.00	---	$11.00
Age 65+ Annual Hunting License	FREE	---	---
Archery Deer/Small Game	$41.00	$21.00	$135.00
Archery Deer/Small Game + All Waters Fishing	$65.00	$33.00	---
Archery Supersport[4]	$82.00	$41.00	---
Junior Archery Deer/Small Game (Ages 12 to 15)	$19.00	---	$19.00
Trapping	$34.00	$17.00	$250.00
Junior Trapping (Ages 15 and under)	$11.00	---	---
Ages 65+ Annual Trapping License	FREE	---	---
Pheasant Tags	$28.00	$14.00	$28.00
HIP Permit	$4.00	$2.00	$4.00
Migratory Bird Stamp	$13.00	$7.00	$13.00
Inland Fishing	28.00	14.00	55.00
Marine Fishing	10.00	5.00	15.00
All Waters	32.00	16.00	63.00
1 Day Marine Fishing – Resident	5.00	3.00	---
3 Day Inland Fishing - Non-Resident	---	---	22.00
3 Day Marine Fishing - Non-Resident	---	---	8.00
Age 65+ Annual Inland Fishing	FREE		
Age 65+ Annual Marine Fishing	FREE		
Age 65+ Combination (All Waters & Firearms)	FREE		
Blind Inland or Marine Waters Fishing (lifetime)*	FREE		
Intellectual Disabilities Inland or Marine *	FREE		
Duplicate License	Free		
Lost Licenses: available online or Town Clerk	Free		
Armed Forces: proof of full-time service (U.S.)	Resident Fee		
Handicapped License: proof from doctor	Free		
NEW:2015 Fishing Hunting Guide Registration Fee	$100.00		

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1) **Firearms Supersport License:** Firearms Hunting, Private Land Deer Shotgun/Rifle, Private Land Spring Turkey, and All Waters Fishing.

2) **Firearms Supersport with Muzzleloader License:** Firearms Hunting, Private Land Deer Shotgun/Rifle, Private Land Deer Muzzleloader, Private Land Spring Turkey, and All Waters Fishing.

3) **Firearms Supersport Waterfowl License:** Firearms Hunting, CT Migratory Bird Hunting Authorization (CT Duck Stamp), CT HIP Permit, and All Waters Fishing.

4) **Archery Supersport License:** includes Archery Deer/Small Game, Private Land Spring Turkey, and All Waters Fishing. With the Private Land Turkey Permit, you can also use a shotgun if you have a firearms hunting license.

*Issuance of a free license to the blind or individuals with intellectual disabilities requires proof of disability in the form of a certificate provided by any person licensed to practice medicine in this state. 2) Any resident with the loss of a limb or the permanent loss of the use of a limb and a doctor's certificate may be issued a free license. Qualified nonresidents who are residents of states which allow CT residents the same privileges are also eligible. Verification of the disability, signed by a licensed physician, must be presented. CGS Sec. 26-29b; CGS Sec. 26-74. These **laws do not pertain to permits and tags** that have to be purchased to hunt some types of game.

Armed Forces: any active full-time member of the U.S. armed forces may purchase Connecticut hunting, fishing or trapping licenses for the same fees as a resident. These licenses are only issued at DEEP or Town Clerk offices. Proof of full-time membership during the calendar year must be carried while using the license.

Bow Hunters: All bowhunters must show proof when purchasing a small game/deer archery permit that they have completed the CE/FS bowhunting course (since 1982) or its equivalent from another state or country. Certifications from another state or country must specify Bowhunter Education. If you have previously purchased a 2002, or later, Connecticut bowhunting license you have already provided such proof. Obtain course listings by contacting the CE/FS program at 860-675-8130 (Western CT); 860-642-7239 (Eastern CT) or by visiting the DEEP website at www.ct.gov/deep/hunting.

Resident and non-resident firearms deer hunting, muzzleloader deer hunting, archery deer and small game hunting, turkey firearms or archery hunting are available from participating Town Clerks, DEEP offices and online.

DEER PERMITS:	**RES**	**16+17**	**NON-RES**	**OPENING DAY**
State Land Lottery "A" Season	$19.00	$10.00	$68.00	November 16
State Land Lottery "B" Season	$19.00	$10.00	$68.00	November 26

State Land No Lottery "A" Season	$19.00	$10.00	$68.00	November 16
State Land No Lottery "B" Season	$19.00	$10.00	$68.00	November 26
Private Land Shotgun/Rifle	$19.00	$10.00	$68.00	November 16
Private Land Muzzleloader	$19.00	$10.00	$68.00	December 7
State Land Muzzleloader	$19.00	$10.00	$68.00	December 7
Revolver Deer Endorsement	$5.00			
FALL TURKEY PERMITS:	**RES**	**16+17**	**NON-RES**	**OPENING DAY**
Fall Firearms Private Land	$19.00	$10.00	$19.00	October 1
Fall Firearms State Land	$19.00	$10.00	$19.00	October 1
Fall Archery	$19.00	$10.00	$19.00	September 15
SPRING TURKEY PERMITS:	**RES**	**16+17**	**NON-RES**	**OPENING DAY**
Spring Private Land	$19.00	$10.00	$19.00	April 27
Spring State Land	$19.00	$10.00	$19.00	April 27

Lost License: May be reprinted at the town clerk's office or online.

All licenses expire on December 31 of the year issued. **Firearms hunting, fishing and trapping licenses are still issued free to residents 65 and older who meet hunter education requirements. But, these licenses must now be renewed annually.**