

**TOWN CLERK FEES**  
**(ALL FEES ARE PAYABLE AT THE TIME OF SERVICE)**

COMMON NAME	V.S.A. CITATION	FEES
• Act 250 Disclosure Statement	32 V.S.A. Sec 1671 (a)(6)	\$10.00 per page
• Alcoholic Beverage/Tobacco License (retained fee)	7 V.S.A. Sec 233, Sec 1002(d)	\$50.00/\$100.00
• Burial Certificates (Permit)	32 V.S. A. Sec 1714	\$5.00 per permit
• Certified Copies of Public Records (other than vital)	32 V.S. A. Sec 1671 (a)(6)	\$10.00 per page
• Change of Name or Status of Owner Of Real Estate	27 V.S.A. Sec 350 32 V.S.A. Sec 1671 (a)(6)	\$10.00 per page
• Complaint to Foreclose (file/record)	32 V.S.A. Sec 1671 (a)(2)	\$10.00 per page
• Discharge of Attachment	12 V.S.A. Sec 3293(d)	\$10.00 per page
• Discharge of Mortgage (if only one reference on page, if more than one reference it is \$10.00 per reference)	32 V.S.A. 1671 (a)(6)	\$10.00 per page
• Dog License (retained fee by town)	20 V.S.A. Sec 3588	\$4.00 / \$8.00
• Examination Records by Town Clerks	32 V.S.A. Sec 1671 (a)(3)	\$5.00 per hr \$25.00 max day
• Examination Records by Others	32 V.S. A. Sec 1671 (a)(4)	\$2.00 per hr
• Filing/Recording Documents	32 V.S.A. Sec 1671 (a)(6) 24 V.S.A. Sec 1158	\$10.00 per page
• Green Mountain Passport	31 V.S.A. Sec 1002(b)	\$2.00
• Lien Recording Fees	32 V.S.A. Sec 1671 (a)(6)	\$10.00 per page
• Marriage License (retained fee)	32 V.S.A. Sec 1712(1)	\$10.00 pr license
• Mobile Home Bill of Sale	32 V.S. A. Sec 1671 (a)(6)	\$10.00
• Mortgage	32 V.S. A. Sec 1671 (a)(6)	\$10.00 per page
• Names, Illegible Signature (not typed as requested)	32 V.S.A. Sec 1405	\$2.00
• Notice of Sale/Non-judicial Foreclosure	32 V.S. A. Sec 1671 (a)(6)	\$10.00 per page
• Posted Lane Recording (retained)	10 V.S. A. Sec 5201 (c)	\$5.00
• Property Transfer Tax Return	32 V.S. A. Sec 9606 (d)	\$10.00
• Recording/Filing Documents	32 V.S.A. Sec 1671 (a)(6)	\$10.00 per page
• Survey Plat Maps	32 V.S. A. Sec 1671 (a)(8)	\$15.00 (11x17) \$15.00 (18x24)
• Trademark Registration	32 V.S. A. Sec 1671 (a)(6)	\$10.00 per page
• Trust Mortgages/Preservation Fund	32 V.S. A. Sec 1671 (a)(1)(c)	\$10.00 per page
• Uncertified copies	32 V.S. A. Sec 1671 (a)(7)	\$1.00 Per page
• Vital Records (all vitals are certified)	32 V.S. A. Sec 1712(5)	\$10.00 each

- HARTFORD TOWN CLERK'S OFFICE DOES NOT ISSUE HUNTING/FISHING LICENSES
- HARTFORD TOWN CLERK'S OFFICE ONLY DOES VEHICLE RENEWALS NO NEW REGISTRATIONS
- WE REQUIRE BOTH PARTIES TO COME INTO OFFICE WHEN APPLYING FOR MARRIAGE LICENSE & REQUEST YOU ARRIVE IN OFFICE TO OBTAIN LICENSE BY 4:30 PM

A Schedule of All Fees Shall Be Posted in the Town Clerk's Office