



Document Recording Information

General Information: There is no County recording in the State of Connecticut. Original documents must be sent to the City/Town in which the property is located.

Searches: The Town Clerk's office does not search land records for recording information. Land Record indexes or information is not available online. The land record vault is open to the public to conduct searches. If you are not familiar with the process of "title searching" we recommend that you hire an Attorney or Title Searcher. The Town Clerk staff will not be able to conduct a title search for you.

Fee Schedule: \$53.00 first page, \$5.00 for each additional page per document
Please include an additional \$2.00 for Land transfers with consideration.

Copies of Land Records: \$1.00 per page

Certified Copies of Land Records: \$1.00 per page, plus \$2.00 for certification.

Warranty & Quit Claim Deeds: Please include the address and a Schedule A with each recording. Please include the Connecticut Conveyance Tax Form. Please make separate checks for the State Conveyance Tax, the Town Conveyance Tax and a separate check for the recording of the document/s.

Releases of Lis Pendens & Judgment Liens: Please include all names being released that were listed in the original Lien.

Mortgages: Must include all Grantees, property address and Schedule A.

Effective October 1, 2008: in the State of Connecticut

- ... a blank margin shall surround each page not less than $\frac{3}{4}$ of an inch in width
- ... each instrument shall have a return address and addressee appearing at the top of the front side of the first page of the instrument