

Portland Town Clerk's Office Basic Fee Schedule

Acceptable Forms of Payment: Cash; Check; Money Order

We DO NOT currently accept payment by debit or credit card.

Land Records:

Copies – Land Records \$1.00 per page

Copies – Maps – dependent on size

Document Certification \$2.00 per document

Recording – 1st Page \$43.00

Recording – Subsequent Pages \$5.00 per page

Surcharge – Document with Conveyance \$2.00

Map Filing – Up to 2 Lots \$10.00; Subdivision of 3 or more \$20

Vital Statistics:

Marriage License \$30.00

Civil Union License \$30.00

Birth Certificate – Certified Copy, Short Form \$5.00

Birth Certificate – Certified Copy, Long Form \$10.00

Death Certificate – Certified Copy \$10.00

Marriage License – Certified Copy \$10.00

Civil Union License – Certified Copy \$10.00

Burial/Transit Permit \$3.00

Cremation Permit \$3.00

Dog Licenses:

Male or Female (Unaltered) \$19.00

Neutered Male or Spayed Female \$8.00

Late Fee (per month after June 30th expiration) \$1.00

Replacement Tag (Lost Tag) \$0.50

Change of Address \$0.50

Out-of-Town License \$1.00

Transfer of Ownership \$1.00

Kennel License (4-10 Dogs) \$51.00

Kennel License (11-20 Dogs) \$102.00

Guide Dog FREE

Hunting, Trapping & Sport Fishing Licenses:

Over 65 Lifetime FREE

Handicapped* Lifetime FREE

Resident – Firearms Hunting \$14.00

Resident – Fishing \$20.00

Resident – Combo Hunting & Fishing \$28.00

Resident – Trapping \$25.00
Resident – Junior Trapping \$3.00
Junior Firearms Hunting \$3.00
Non-Resident – Firearms Hunting \$67.00
Non-Resident – Fishing \$40.00
Non-Resident – 3 Day Fishing \$16.00
Non-Resident – Combo Hunting & Fishing \$88.00
Pheasant Tags \$14.00
Migratory Bird Stamp (Duck Stamp) \$10.00
HIP Permit \$2.00

**As defined by CGS Sec. 26-29b*

Notaries Public:

Document Notarization FREE
Original Commission of Notary Public \$10.00
Renewal Commission \$10.00
Change of Name ONLY \$1.00
Change of Address ONLY – Within Town \$1.00
Change of Name AND Address Within Town \$1.00
Change of Address ONLY – New Town \$10.00
Change of Name AND Address to a New Town \$10.00

Miscellaneous:

Liquor License (Filing) \$2.00
Trade Name Certificate (Filing) \$5.00
Military Discharge – Filing FREE
Military Discharge – Certified Copy FREE
Voter Registration Card FREE