

# EASTON TOWN CLERK

## SCHEDULE OF FEES

(AS OF 07/01/2010)

### BUSINESS

- DBA (Doing Business As) Filing certificate of a person conducting business under any title other than his real name. \$50 (Valid for 4 yrs.)
- DBA amendments/changes/discontinuance \$25
- Filing a copy of written instrument of declaration of trust by the trustees of an association or trust, or any amendment thereof, as provided by Sec. 2, Ch. 182. \$25
- For furnishing a certified copy of certificate of person conducting business under any title other than his real name. \$25
- Receiving and filing of a complete inventory of all items to be included in a "closing out" sale, etc. \$10 (1st page), \$2 (each add'l. page)

### LICENSES: DOGS/KENNELS

- 1 Year Dog License (Unaltered/Unspayed) \$15
- 1 year Dog License (Neutered/Spayed) \$10
- License Late Fee \$5/monthly after March 1st
- Failure to License Penalty, in addition to licensing and late fees \$25 per violation
- Duplicate Tags \$2
- Guide/Police Dogs. No Charge
- Kennel License for no more than 4 dogs \$25
- Kennel License for no more than 10 dogs \$50
- Kennel License for more than 10 dogs \$100

### MISCELLANEOUS

- Administrative time for research and/or copying over 30 minutes billed in 15 minute increments at the rate of lowest paid department employee
- Document Certification ("A True Copy Attest" of Town Documents) \$3 per signature
- Notary Services \$2 per signature
- Photocopies .20/page
- Computer generated copies .50/page
- Recording any other documents. \$20 (1st page); \$2 (each add'l. page)
- Voters Certificate No Charge
- Yard Sale Permit \$10
- Raffle Permit \$15/New \$10/Renewal

### PROFESSIONAL REGISTRATION

- Recording the name and address, the date and number of the certificate issued to a person registered as a physician, optometrist, osteopath, or podiatrist in the Commonwealth or issuing a certified copy thereof. \$50

### VITALS

- Correcting errors in a record of birth, marriage, or death. \$50
- Entering certificate of marriage filed by persons married out of the Commonwealth. \$25
- Entering delayed record of birth. \$25
- Entering notice of intention of marriage and issuing certificate and certified copy thereof. \$50
- Establishing a vital record. \$20
- For furnishing certificate of birth, marriage, or death. (1<sup>st</sup> Copy) \$20\*
- For furnishing certificate of birth, marriage, or death. (each additional purchased at the same time) \$10\*
- For copying any manuscript or record pertaining to a birth, marriage or death \$20/page
- For entering an amendment of a record of the birth of a child born out of wedlock subsequently legitimized. \$20

### PASSPORTS

- Photos (2) \$10
- Agency Processing Fee \$25

### POLES/CONDUITS

- Recording order granting locations of poles, piers, abutments or conduits, alterations or transfers thereof, and increase in number of wires and cable or attachments under the provisions of Sec. 22 of Chapter 166 \$25

\*- \$5 of each Vital record is deposited in an account dedicated to the preservation of Easton's Historical records.