

# Town of Shirley

## TOWN CLERK



7 KEADY WAY – SHIRLEY, MASSACHUSETTS - 01464-2812  
 Amy R. McDougall, Town Clerk

TEL: (978) 425-2600,x205  
 Fax: (978) 425-2681

### FEE SCHEDULE

In Effect beginning September 22, 2008

#### VITAL RECORDS

Birth Certificates	\$15.00 1st copy; \$5.00 each additional copy of same record if ordered together
Death Certificates (No charge for Burial Permit)	\$15.00 1st copy; \$5.00 each additional copy of same record if ordered together
Marriage Certificates	\$15.00 1st copy; \$5.00 each additional copy of same record if ordered together
Marriage License Application (Includes 1 certificate after marriage)	\$50.00
Vital Record Amendments	\$75.00
Recording of "Out of Commonwealth" Events	\$75.00
Recording of Delayed Record of Birth	\$75.00
Recording of Home Birth	\$75.00
Genealogical Research: no charge for up to 15 minutes; \$10.00 for each additional hour, plus the cost of certified copies	

#### Copies / Lists

Certified copies (other than Vital Records)	Cost of document+\$2.00
Computer diskette/CD (existing reports)	\$10.00
Computer print out (existing reports)	\$0.50/pg.
Photocopies (not available for vital records)	\$0.20/pg.

#### DOCUMENTS

Street (Resident) List - book or diskette	\$10.00
Subdivision Rules & Regs.	\$15.00
Voter List - print out	\$.50pg.
Voter List - diskette/CD	\$10.00
Voter List - 1st annual copy for candidate or political committee	Free
Zoning Bylaw Book	\$15.00

**LICENSES**

Dog License	\$10.00
Dog License Late Fee - after January 31 (per dog, in addition to license fee)	\$5.00
"Kennel" License	
up to 4 dogs	\$35.00
5-10 Dogs	\$50.00
>10 Dogs	\$100.00
Fishing (with Land Stamp) MA resident	\$28.50
Hunting (with Land Stamp) MA resident	\$28.50
Sporting (with Land Stamp) MA resident	\$46.00
Archery Stamp	\$5.10
Primitive Firearms Stamp	\$5.10
Water Fowl Stamp	\$5.00

**MISC.**

Voter Registration Card	\$2.00
Notary Public Services (I reserve the right to limit quantity of services performed at one time.)	\$1.25 per signature
Special Services: special or expedited handling, custom report creation, etc. (In addition to standard charges)	up to 50.00 depending on nature of service

**PERMITS**

Raffle (non-profit organizations only)	\$10.00
Underground fuel storage (annual)	\$10.00

**RECORDING**

Business Certificates (DBAs) (Includes one certified copy; renewal every 4 years)	\$40.00
Business Certificates - Change of Business Name	\$10.00
Business Discontinuance/ change of address/withdrawal/deceased	No Charge
Mobile Home Declaration of Homestead (for Mobile Homes on land owned by another party)	\$10.00
Utility Pole Locations	\$40.00

**UCC**

Search	\$10.00/name
Copies - first 3 pages	\$2.00/page
Copies - 4th page and up	\$1.00/page