



Town of Charlotte

ESTABLISHED 1762

Charlotte Land Records are available for in-person viewing and/or copying Monday-Friday between 8:00 a.m. - 4:00 p.m. except for holidays and unforeseen closures.

SERVICE	FEE
Record Viewing Time	\$4 / HOUR
Recorded Document Copies	\$1 / SINGLE PAGE
Certified Copy	\$10
PAYABLE BY CASH OR CHECK	

Certified Copies of a vital record (Birth or Death) can be obtained on-line through the Vermont Department of Health or by bringing a completed application to the Town Clerk's Office (completing in-person works too).

A valid government-issued identification will be required for in-person processing and shall contain an expiration date that has not passed, a photograph, a current address, a signature and a unique number or barcode such as a driver's license, or valid passport, assigned to the person. Additional forms of identification include;

- United States Territories Driver's License or Identification card
- Tribal Identification Card that contains the bearer's signature
- U.S. Military Identification Card that contains the bearer's signature
- Visa issued by the United States and that is included within a passport and the bearer's signature is on the passport and not on the Visa
- U.S. Resident Alien Card, also known as the U.S. Green Card or the U.S. Permanent Resident Card (Form I-551); or U.S. Employment Emergency Authorization Document / Card (Form I-765 or successor form)

LINK TO [Vital Records Fillable Form](#)