

Treasurer's Receipt Number [Agency Use Only]
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**TREASURER'S CIVIL MARRIAGE LICENSE  
 QUARTERLY RETURN**

*Title 32, § 1712. Town clerks: "Town clerks shall receive the following fees in the matter of vital registration: (1) For issuing and recording a civil marriage or civil union license, \$45.00 to be paid by the applicant, \$10.00 of which sum shall be retained by the town clerk as a fee, \$20.00 of which shall be deposited in the victims' compensation special fund, and \$15.00 of which sum shall be paid by the town clerk to the state treasurer in a return filed quarterly upon forms furnished by the state treasurer and specifying all fees received by him or her during the quarter. Such quarterly period shall be as of the first day of January, April, July, and October..." As amended by Act 3 of 2009 Session, Sec. 7, Sec. 12(a), Sec. 13.*

**1. Today's Date:** \_\_\_\_\_

**2. Reporting Period (Check One and Indicate Year):**

- January 1 – March 31, 20\_\_ (Due by April 15<sup>th</sup>)
- April 1 – June 30, 20\_\_ (Due by July 15<sup>th</sup>)
- July 1 – September 30, 20\_\_ (Due by October 15<sup>th</sup>)
- October 1 – December 31, 20\_\_ (Due by January 15<sup>th</sup>)

**3. Clerk's Name:** \_\_\_\_\_ (Please Print)

**Name of Town:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**4. Number of Licenses issued =** \_\_\_\_\_ **at \$35.00 per license = \$** \_\_\_\_\_

**5. Amount Enclosed** \_\_\_\_\_ **= \$** \_\_\_\_\_

**6. Signature of Clerk** \_\_\_\_\_

**Complete 1 through 6 above and submit this form with your check made payable to the Vermont State Treasurer to:**

**Treasury Operations Division, TR 12-4  
 Vermont State Treasurer  
 109 State Street, 4<sup>th</sup> Floor  
 Montpelier, VT 05609-6200**