

GENEALOGY COPY

What is the fee for a genealogy copy?

The standard fee for a genealogy copy is \$22.00 - This includes a copy of the certificate, a three-year search of the index, the retrieval and re-filing of the record and either a copy of the record or a no record report. When more than a three-year search is requested, the fee is higher.

Note: See back of application for Fee Schedule.

The fee applies separately to each record requested. For example, the fee for a request consisting of one birth record (1-year search for \$22.00), plus one death record (24-year search for \$82.00) is a total of \$104.00.

How long will it take?

Processing a genealogy request may take five (5) months or longer.

Ordering a genealogy copy

Mail your completed application with your check or money order to:

Village of Greenport
Attn: Registrar
236 Third Street
Greenport, NY 11944

Make your check or money order payable to: Village of Greenport