

Instructions for Free Online Land Record Access

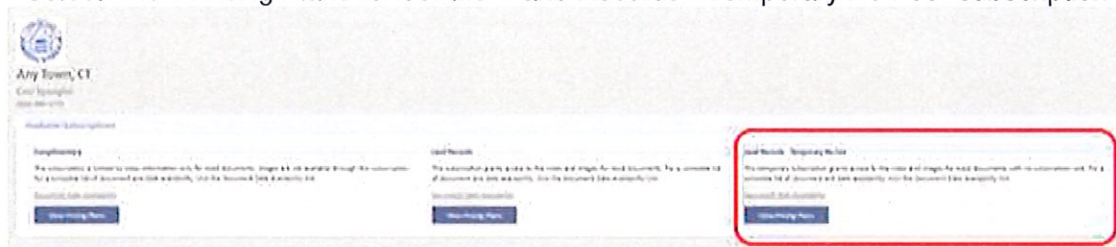
Temporary RECORDhub Subscription

To facilitate greater access to online records, we have implemented a temporary RECORDhub subscription for Connecticut Town Clerks with **NO SUBSCRIPTION FEE** and \$2.00 per page prints. This new temporary subscription became available 12:00 am on Monday, March 23, 2020, and will continue until further notice. The subscription will be named "**Land Records – Temporary No Fee**" and will be available in the list of subscription options for each town. This is a "day forward" option beginning March 23, 2020. All current RECORDhub subscriptions will remain in effect.

To Use the "Land-Records-Temporary No Fee" Subscription

Log into RECORDhub and select the town you would like to view, then follow these steps:

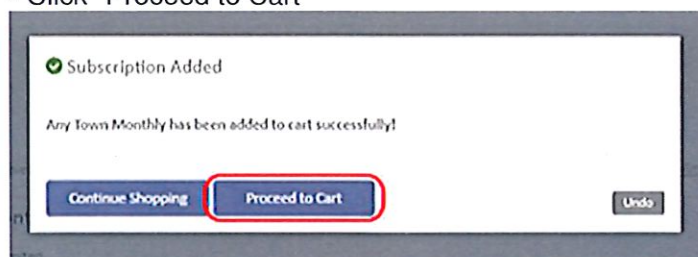
- Select "View Pricing Plans" under the "Land Records - Temporary No Fee" subscription



- Click "Add to Cart"



- Click "Proceed to Cart"



- Once in the cart, click "Finish"



- A confirmation of the \$0 purchase will display. Click "Close"



The town is now available for searching. Images will be viewable with a watermark. You may print images without the watermark for \$2/page. You will need to follow the steps above for each town you wish to view using the temporary no fee subscription.

Please know that Cott is committed to providing continued service to our clients and to you as their constituents. If you have any questions or need assistance, please contact:

Customer Support | 1-800-588-2688 | support@cottsystems.com.