

TOWN OF HARTLAND LAND RECORDS ONLINE RECORDS PORTAL ACCESS INSTRUCTIONS

<https://cottsystems.com/recordhub-search-gateway/>

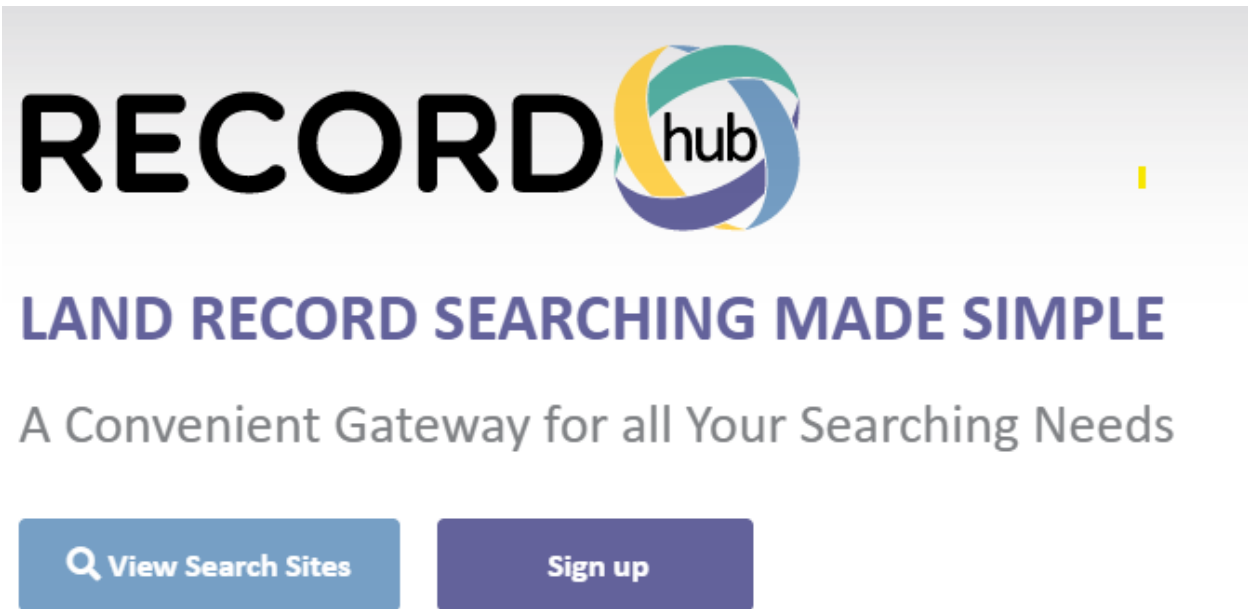
SELECT: "RECORDhub SEARCH GATEWAY"



RECORDhub SEARCH GATEWAY

LAND RECORDS SEARCHING MADE SIMPLE

NEXT SELECT: "VIEW SEARCH SITES"



NEXT SELECT THE MUNICIPALITY YOU ARE SEARCHING FOR.

[Randolph, VT](#)

Select Plan

[South Hero, VT](#)

Select Plan

[St Albans, VT](#)

Select Plan

[Stowe, VT](#)

Select Plan

[Thetford, VT](#)

Select Plan

FOR FREE INDEX VIEWING ONLY SELECT:

VIEW PRICING PLANS UNDER “COMPLEMENTARY – NO IMAGES.”

Complimentary - No Images

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FOR DOCUMENT IMAGE ACCESS GOING BACK TO 1897 SELECT:

VIEW PRICING PLANS UNDER “LAND RECORDS.”

Land Records

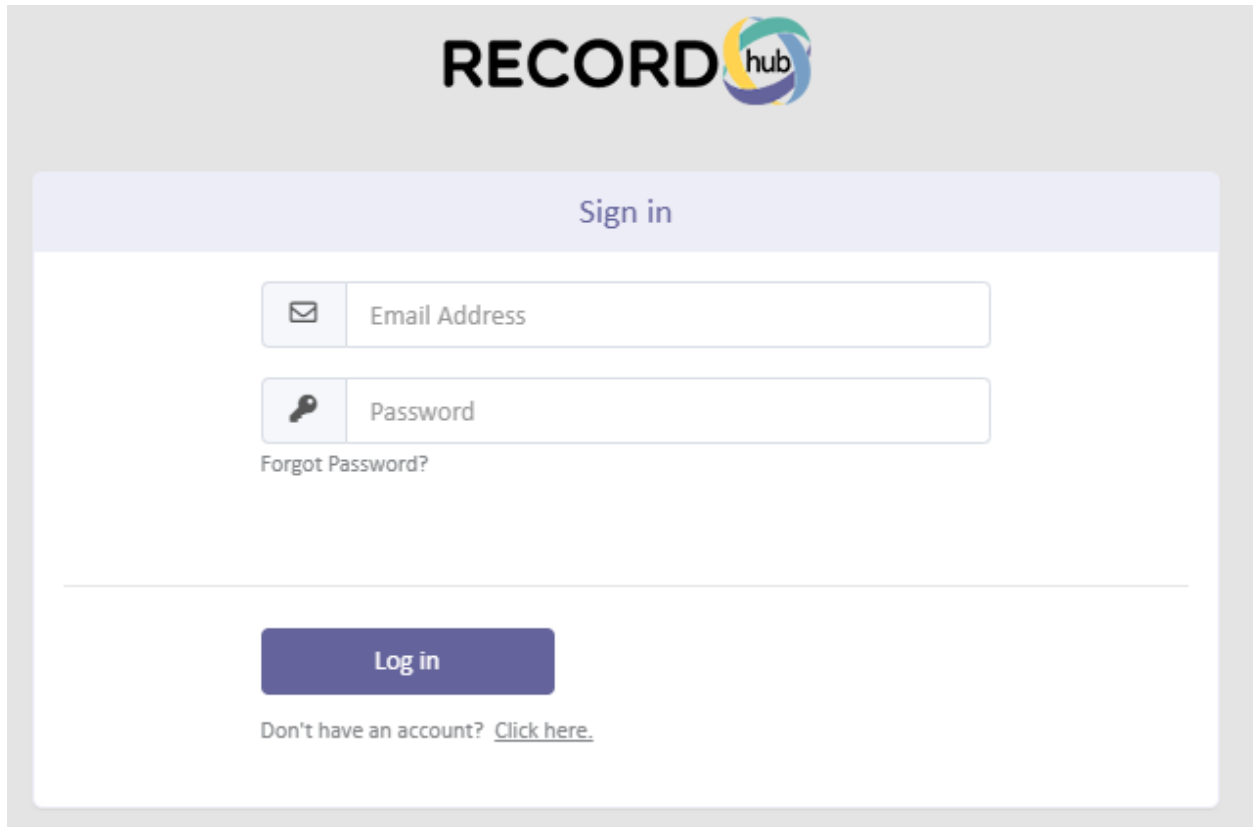
This subscription grants access to the index and images for most documents. When images are purchased for printing or downloads, the image's watermarks are removed. For a complete list of document and date availability, click the Document Date Availability link.

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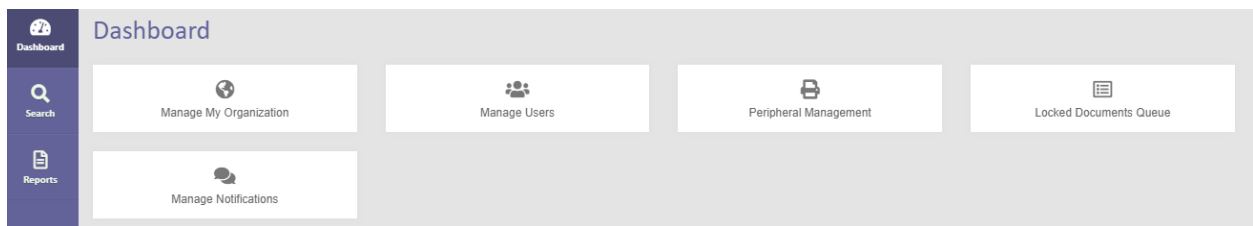
******Selecting Document Date Availability will NOT bring you to a searchable page. It will however give you a list of what date ranges for what documents are available.***

YOU MUST CREATE AN ACCOUNT NO MATTER YOUR SELECTION OF INDEX/OR IMAGES. THIS SHOULD ONLY TAKE A FEW MOMENTS.



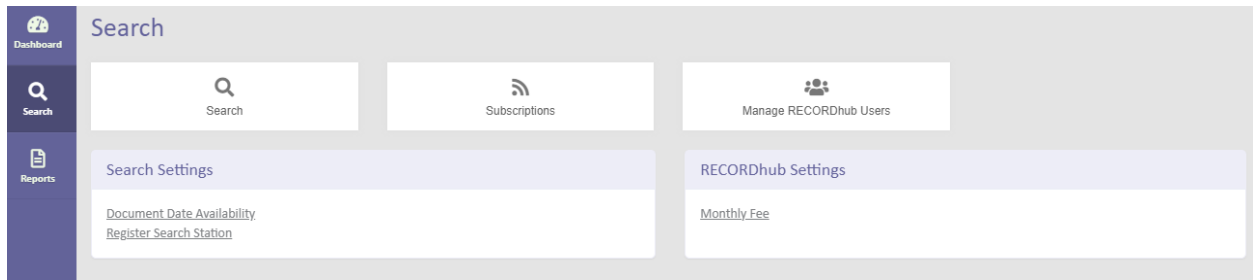
The screenshot shows the RECORD hub sign-in interface. At the top, the RECORD hub logo is displayed. Below it is a light purple header with the text "Sign in". The main area contains two input fields: "Email Address" with an envelope icon and "Password" with a key icon. Below the password field is a link for "Forgot Password?". A dark purple "Log in" button is centered below the fields. At the bottom, there is a link: "Don't have an account? [Click here.](#)"

NOW YOU ARE AT YOUR DASHBOARD. SELECT THE SEARCH ICON IN THE LEFTHAND BAR.



The screenshot shows the RECORD hub dashboard. On the left is a dark purple sidebar with three icons: "Dashboard" (home), "Search" (magnifying glass), and "Reports" (document). The main area is titled "Dashboard" and contains five white tiles: "Manage My Organization" (globe icon), "Manage Users" (people icon), "Peripheral Management" (printer icon), "Locked Documents Queue" (list icon), and "Manage Notifications" (speech bubble icon).

CLICK SEARCH AGAIN THEN CHOOSE THE LARGE SEARCH KEY. AGAIN, "SEARCH SETTINGS" WILL ONLY LET YOU KNOW THE DATE RANGE AND SELECTION OF AVAILABLE DOCUMENTS WE KEEP IN OUR LAND RECORDS.



YOU'VE ARRIVED AT THE MAIN SEARCH PAGE. IT FUNCTIONS VERY MUCH LIKE MOST SEARCH ENGINES. WHEN INPUTTING INFORMATION, LESS IS MORE. FOR INSTANCE, "64 COUNTY RD," INSTEAD OF 64 COUNTY RD, HARTLAND, VT WILL CAPTURE THAT ADDRESS.

THE LONG SEARCH BAR WILL PRODUCE INDEX AND IMAGES FOR ANY DOCUMENT RECORDED.

TO ACCESS DOCUMENTS THAT ARE NOT AVAILABLE ONLINE, PLEASE CONTACT THE CLERK'S OFFICE TO SCHEDULE AN APPOINTMENT.

IF YOU HAVE MORE QUESTIONS ABOUT NAVIGATING OUR ONLINE RECORDS
PLEASE REACH OUT TO US AT, (802) 436-2444 OR VISIT
<http://WWW.HARTLAND.GOVOFFICE.COM> FOR MORE INFORMATION.