

ST. ALBANS CITY LAND RECORDS ONLINE RECORDS PORTAL ACCESS INSTRUCTIONS

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

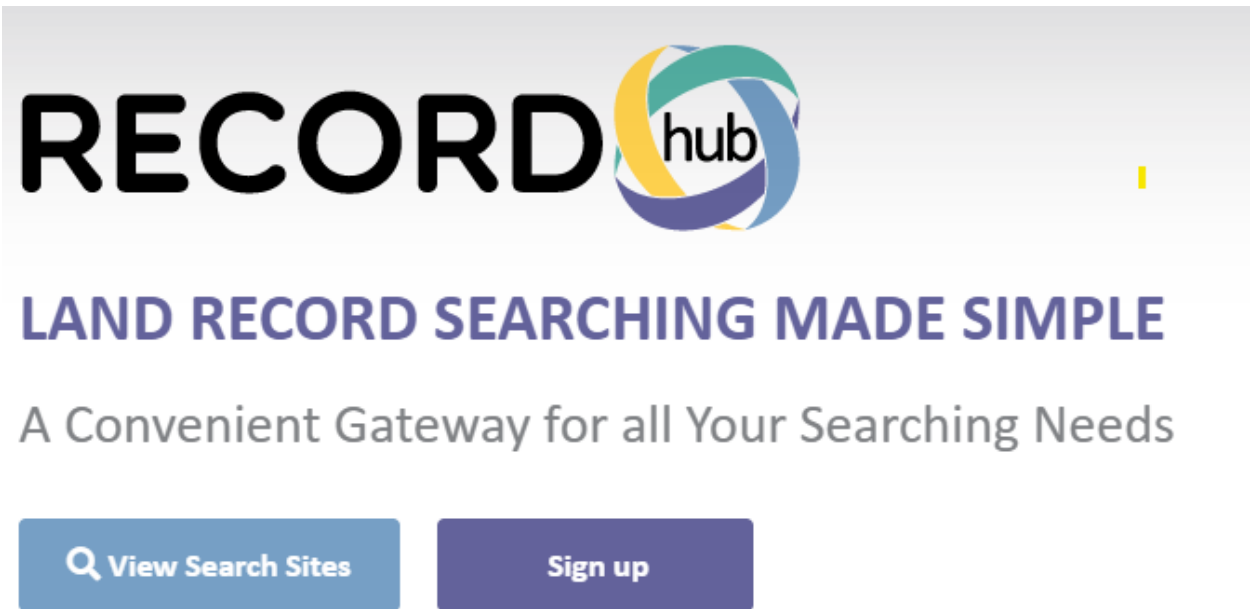
SELECT: "RECORDhub SEARCH GATEWAY"



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

This subscription is limited to index information only for most documents. Images are not available through this subscription. For a complete list of document and date availability, click the Document Date Availability link.

[Document Date Availability](#)

[View Pricing Plans](#)

FOR DOCUMENT IMAGE ACCESS GOING BACK TO 1897 SELECT:

VIEW PRICING PLANS UNDER “LAND RECORDS.”

Land Records

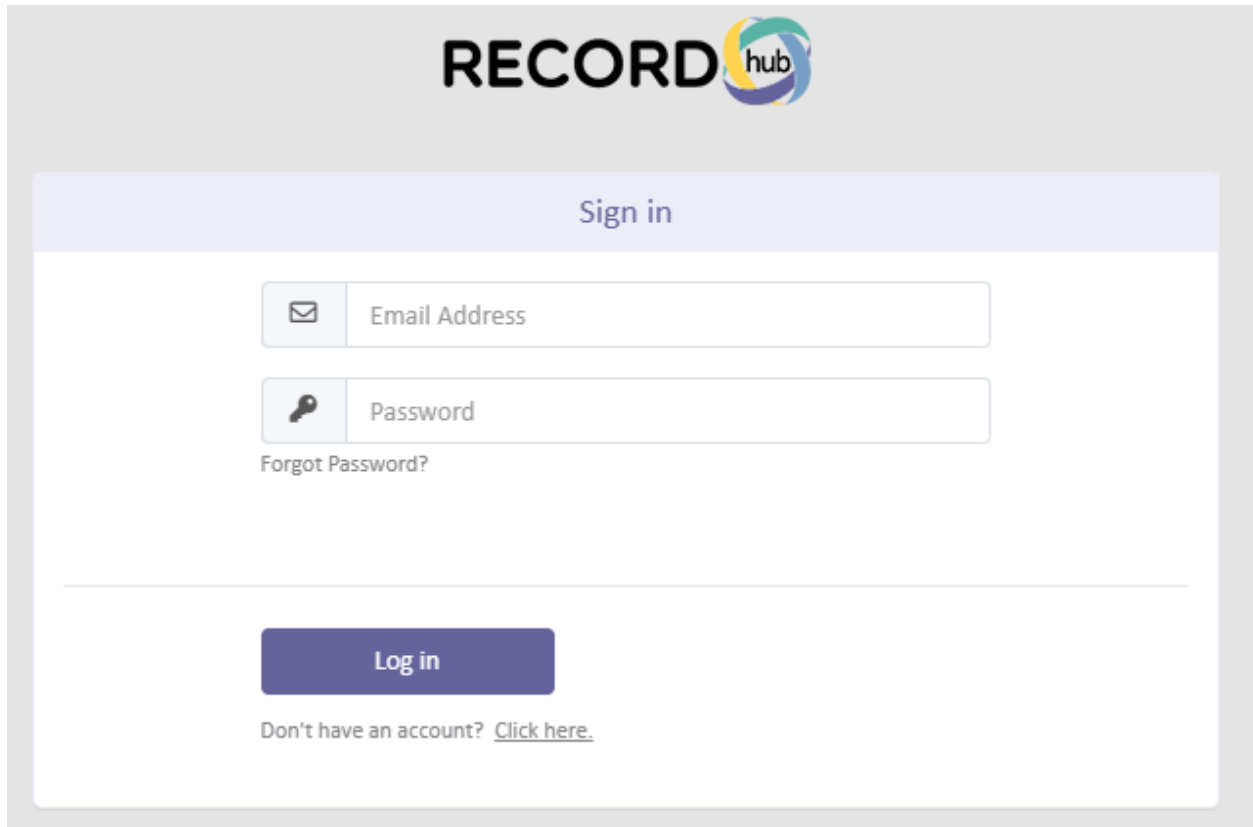
This subscription grants access to the index and images for most documents. When images are purchased for printing or downloads, the image's watermarks are removed. For a complete list of document and date availability, click the Document Date Availability link.

[Document Date Availability](#)

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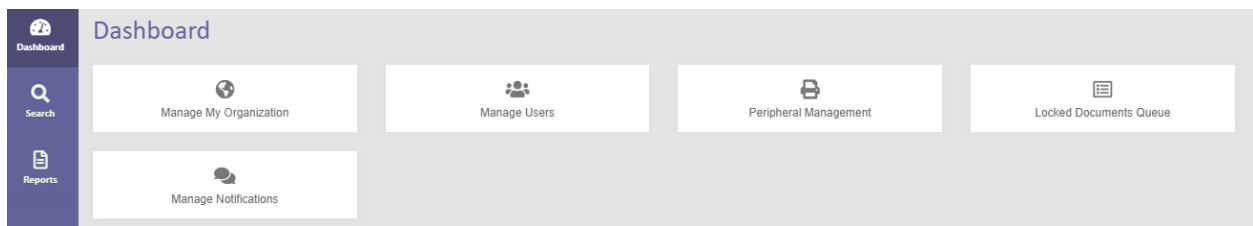
******Selecting Document Date Availability will NOT bring you to a searchable page. It will however give you a list of what date ranges for what documents are available.***

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



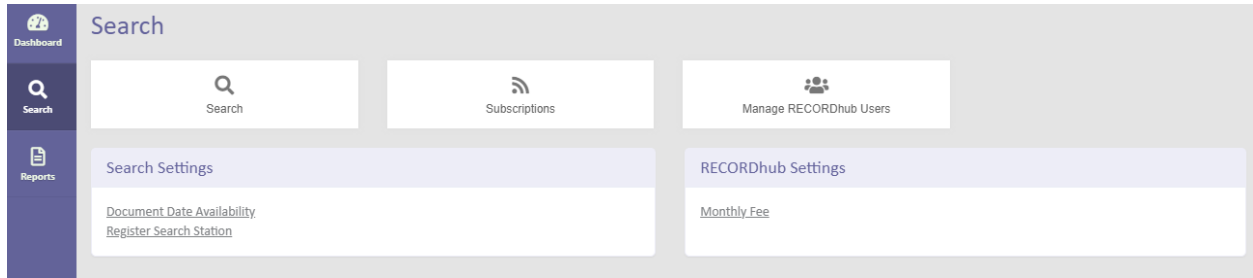
The screenshot shows the RECORD hub sign-in interface. At the top, the RECORD hub logo is displayed. Below it is a light purple header with the text "Sign in". The main area contains two input fields: "Email Address" with an envelope icon and "Password" with a key icon. Below the password field is a 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 menu items: "Dashboard" (selected), "Search", and "Reports". The main content area is titled "Dashboard" and contains five tiles: "Manage My Organization" (with a globe icon), "Manage Users" (with a group of people icon), "Peripheral Management" (with a printer icon), "Locked Documents Queue" (with a document icon), and "Manage Notifications" (with a speech bubble icon).

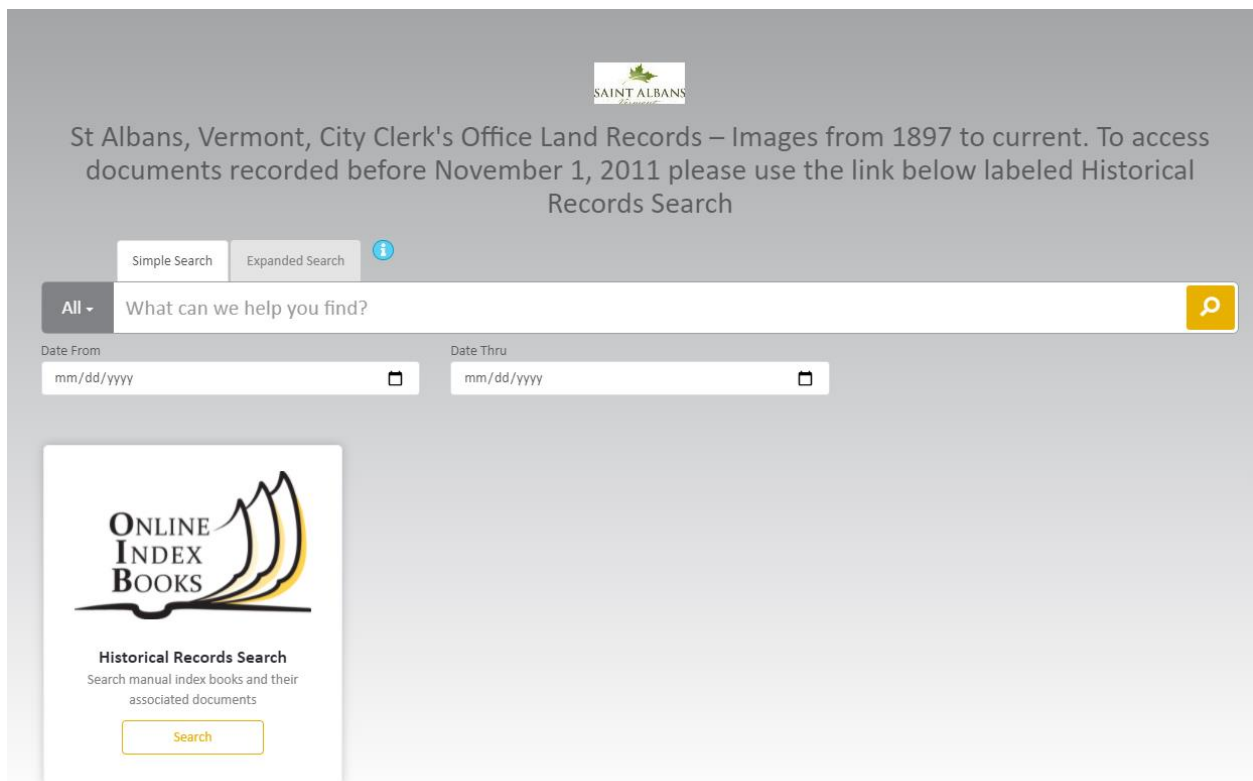
CLICK SEARCH AGAIN THEN CHOOSE THE LARGE SEARCH KEY. AGAIN, "SEARCH SETTINGS" WILL ONLY LET YOU KNOW THE DATE RANGE AND SELECTION OF AVAILABLE DOCUMENTS WE KEEP IN OUR LAND RECORDS.



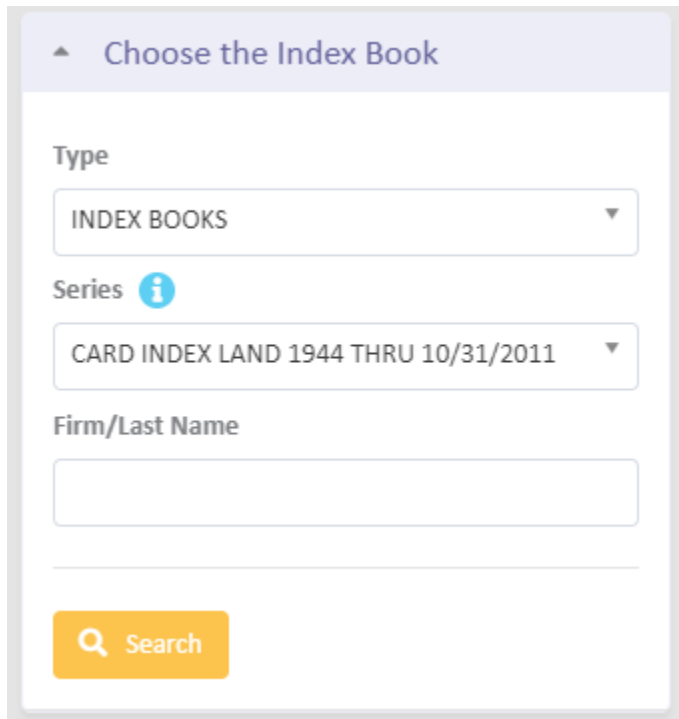
YOU'VE ARRIVED AT THE MAIN SEARCH PAGE. IT FUNCTIONS VERY MUCH LIKE MOST SEARCH ENGINES. WHEN INPUTTING INFORMATION, LESS IS MORE. FOR INSTANCE, "64 SMITH," INSTEAD OF 64 SMITH STREET, ST. ALBANS. WILL CAPTURE THAT ADDRESS.

THE LONG SEARCH BAR WILL PRODUCE INDEX AND IMAGES FOR ANY DOCUMENT RECORDED **AFTERR NOVEMBER 1, 2011.**

TO FIND OUR ONLINE CARD INDEX FOR DOCUMENTS **BEFORE NOVEMBER 1, 2011 YOU WOULD CLICK THE YELLOW SEARCH BUTTON BELOW THE MAIN SEARCH BAR TITLED: "ONLINE INDEX BOOKS, HISTORICAL RECORDS SEARCH."**



TO PERFORM A HISTORICAL RECORDS SEARCH YOU WILL NEED A LAST NAME OR A FIRM NAME. ENTER THAT ONLY IN THE SEARCH FIELD IN THE TOP RIGHT PORTION OF THE PAGE AND CLICK, "SEARCH."



The screenshot shows a search interface with a light purple header containing a back arrow and the text "Choose the Index Book". Below the header, there are three main sections: "Type" with a dropdown menu showing "INDEX BOOKS"; "Series" with an information icon and a dropdown menu showing "CARD INDEX LAND 1944 THRU 10/31/2011"; and "Firm/Last Name" with an empty text input field. At the bottom left, there is a yellow button with a magnifying glass icon and the text "Search".

THIS WILL GENERATE A LIST OF INDEX CARDS ON THE LEFT. WHEN SELECTED THE EXPANDED CARD COMES INTO VIEW.

Smith, Alan M. & Fontan
 SMITH, ALAN & DONNA
 SMITH, ALAN & DONNA
 SMITH, Alan M. & Fontan
 SMITH, Alex H.
 SMITH, ALEX
 SMITH, Alex
 Smith, Alex
 SMITH. Alex
 SMITH. ALEX
 SMITH. ALEX
 SMITH. Alex
 SMITH, Alex
 SMITH. ANN ELIZA B. EST
 SMITH, Annette
 SMITH. Arthur L.
 SMITH, AVERY J., FRANCE
 SMITH, Avery J. & Lois

GRANTOR MORTGAGE DEED 1 of 2
 Smith, Alan M. & Fontana-Smith, Donna J.

GRANTEE
 MERS - Guaranty Bank, F.S.B.

BOOK	PAGE	DATE OF RECORD	DATE OF DEED
249	121-136	Aug 4, 2011	Aug 1, 2011

ASSIGNED TO
 57 Smith St

DISCHARGED
 S/14/13 Ce/S/13

JOSEPH J. MAROTTI, RUTLAND, VT.

ONCE YOU SELECT WHICH INDEX CARD YOU ARE LOOKING FOR, ENTER THE BOOK AND PAGE NUMBER IN THE FIELDS IN THE BOTTOM RIGHT OF THE PAGE.

▲ Search for the Document

KIND OF INSTRUMENT ⓘ
 LAND RECORDS ▼

BOOK ⓘ
 SELECT AN OPTION ▼

PAGE

YOU WILL FIND MANY VIEWING, PRINTING AND DOWNLOADING AS WELL AS DOCUMENT NAVIGATION OPTIONS ALONG THE TOP GREY BAR. YOU MAY SELECT THE DOCUMENTS YOU WISH TO VIEW/SAVE BY CLICKING THE SMALL CHECK BOX ON EACH IMAGE TO THE LEFT.

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ST. ALBANS CITY CLERK'S OFFICE
RECEIVED FOR RECORD / DISCHARGE
5/14 A.D. 2013
at 7 o'clock 30 minutes A.M.
and recorded in Book 261 Pages 227
Attest: *Sharon Knapp* City Clerk

Recording Requested By:
BRANCH BANKING & TRUST CO.

When Recorded Return To:
ALAN MERLE SMITH
57 SMITH STREET
SAINT ALBANS, VT 05478-1655

Certificate of Release
BRANCH BANKING & TRUST CO. #000026994866425 "SMITH" Lender ID:A07/793/679691898 St. Albans City, Vermont
MERS #: 100016590009388175 SIS #: 1-888-678-6377

KNOW ALL MEN BY THESE PRESENTS that MORTGAGE ELECTRONIC REGISTRATION SYSTEMS INC holder of a certain Mortgage, whose parties, dates and recording information are below, does hereby acknowledge that it has received full payment and satisfaction of the same, and in consideration thereof, does hereby cancel and discharge said mortgage.

Original Mortgagor: ALAN MERLE SMITH AND DONNA JEAN FONTANA-SMITH, HUSBAND AND WIFE
Original Mortgagee: GUARANTY BANK FSB
Dated: 08/01/2011 Recorded: 08/04/2011 in Book/Reel/Liber. *249* Page/Folio: 121 as Instrument No.: N/A in the records of the Town or City of St. Albans City, State of Vermont.

Property Address: 57 SMITH ST, SAINT ALBANS, VT 05478

IN WITNESS WHEREOF, the undersigned, by the officer duly authorized, has duly executed the foregoing instrument.

Choose the Index Book

Type
INDEX BOOKS

Series
CARD INDEX LAND 1944 THRU 10/31/2011

First/Last Name
SMITH

Search

Search for the Document

KIND OF INSTRUMENT
LAND RECORDS

BOOK
249 X

PAGE
121

Search

IF YOU HAVE MORE QUESTIONS ABOUT NAVIGATING OUR ONLINE RECORDS PLEASE REACH OUT TO US AT, (802) 524-1500 *264 OR *261 OR VISIT WWW.STALBANSVT.COM/LANDRECORDS FOR MORE INFORMATION.