

TOWN CLERK'S MONTHLY REPORT

TOWN OF ROMULUS, NEW YORK

NOVEMBER, 2023

TO THE SUPERVISOR:

PAGE 1

Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

A1255	<u>1</u>	MARRIAGE LICENSES	NO. 23019 TO 23019	<u>17.50</u>	
			TOTAL TOWN CLERK FEES		17.50
<hr/>					
A2544	<u>3</u>	DOG LICENSES		<u>27.00</u>	
			TOTAL A2544		27.00
<hr/>					
B2115	<u>2</u>	BUILDING PERMIT		<u>80.00</u>	
			TOTAL B2115		80.00
<hr/>					

TOWN CLERK'S MONTHLY REPORT

NOVEMBER, 2023

page 2

DISBURSEMENTS	
PAID TO SUPERVISOR FOR GENERAL FUND	<u>44.50</u>
PAID TO SUPERVISOR FOR PART TOWN FUND	<u>80.00</u>
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	<u>3.00</u>
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	<u>22.50</u>
TOTAL DISBURSEMENTS	150.00

DECEMBER 12, 2023

_____, SUPERVISOR
David Hayes

STATE OF NEW YORK, COUNTY OF SENECA, TOWN OF ROMULUS

I, Jane Braunig, being duly sworn, says that I am the Clerk of the Town of Romulus that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Town Clerk

Monthly Report of Marriage Licenses Issued

SEE INSTRUCTIONS AT BOTTOM OF PAGE

Report for the month of <u>NOVEMBER</u> 2023 City or Town of <u>ROMULUS</u> County of <u>Seneca</u>	Do not write in this area DEP. NO. _____ \$ _____ CHECK # _____
---	---

Licenses numbered from <u>019</u> to <u>019</u> inclusive. *If only ONE license was issued, place license number in both spaces. *If NO licenses were issued, write "NONE" in both spaces.	# of Military Exemptions: _____ # of Skipped Licenses: _____ # of Voided Licenses: _____
--	--

Pursuant to the provisions of Section 15 of the Domestic Relations Law, I herewith transmit to the State Commissioner of Health a fee of twenty-two dollars and fifty cents for each marriage license issued by me during the month covered by this report.

Make remittance by CHECK or MONEY ORDER payable to the State Department of Health DO NOT SEND CASH Amount of remittance with this report \$ <u>22.50</u>	Name of City or Town Clerk (Please type or print) <u>Jane Braunig</u>	
	Signature of City or Town Clerk _____	Date <u>12/12/2023</u>
	Mailing Address <u>1435 Prospect St, PO Box 177</u> <u>Willard NY</u> Zip <u>14588</u>	
	E-mail Address <u>town.clerk@romulustown.com</u>	Phone <u>(607) 869-9326</u>

INSTRUCTIONS

This Monthly Report of Marriage Licenses issued must be submitted to the New York State Department of Health at the above address for each month whether or not any licenses were issued. If no licenses were issued, indicate NONE in the spaces provided for license numbers.

The issuance of a marriage license makes you responsible for the remittance fee of \$22.50 whether or not the marriage ceremony is ever performed. An exception to the mandatory remittance is when either of the parties applying for such license is a member of the armed forces of the U.S. on active duty.

Marriage licenses must be numbered and reported consecutively throughout the year starting with number 1 at the beginning of EACH calendar year.

Pursuant to the authority of Section 19 of the New York State Domestic Relations Law, the Commissioner of Health has directed that this report, together with any fee, be transmitted to the State Department of Health by the 15th of the month following the month which the report covers.

New York State Domestic Relations Law Section 22 provides that any Town or City Clerk who violates or fails to comply with any of the above mentioned reporting requirements, shall be deemed guilty of a misdemeanor and shall pay a fine not exceeding the sum of one hundred dollars on a conviction thereof.

Detail of Marriage License Transactions

For the period 11/01/2023 through 11/30/2023

	Id	Date	Groom(Spouse A) & Bride(Spouse B)	Statutory Fee	Local Fee	Total
1.	23019	11/01/2023	STOTLZFUS, ELAM F to ESH, BARBARA S.	22.50	17.50	40.00
			TOTAL SALES:	22.50	17.50	40.00

NYS Department of Agriculture and Markets
 Spay and Neuter
 PO Box 975
 Albany, NY 12201-0975

Month of Submission: NOVEMBER, 2023
 County: Seneca Town of Romulus
 TCV Code: 4506 Seneca Romulus
 Prepared by: Jane Braunig, Town Clerk
 Date Prepared: DECEMBER 12, 2023

State of New York
 Department of Agriculture and Markets
 Spay and Neuter
 PO Box 975, Albany, NY 12201-0975

ANIMAL POPULATION CONTROL PROGRAM SUBMISSION

Submit by the 5th of the month covering activities
 of the preceding month.

LICENSE TYPES AND FEES COLLECTED	Unspayed/Unneutered - Four months of age or older
Spayed and Neutered Dogs	\$1.00 ea = \$3.00
Unspayed and Unneutered Dogs	\$3.00 ea = \$0.00
TOTAL AMOUNT REMITTED	\$3.00
Check Number:	

Month Reported: NOVEMBER, 2023

County: Seneca

Code: 45

Town of Romulus

Code: 06

Prepared by: Jane Braunig, TOWN CLERK

Date Prepared: DECEMBER 12, 2023

Dog License Monthly Report

Original ID Dog Licenses sold	<u>3</u>
Original Purebred License sold	<u>0</u>
Dog License Renewals sold	<u>0</u>
Purebred License Renewals sold	<u>0</u>
Total sold	<u>3</u>

LICENSE TYPES AND FEES COLLECTED	<u>Quantity</u>	<u>Local Fees</u>	<u>Surcharge Fees</u>
Spayed and Neutered Dogs	<u>3</u>	\$9.00 ea <u>27.00</u>	\$1.00 ea <u>3.00</u>
Unspayed and Unneutered Dogs	<u>0</u>	\$18.00 ea <u>0.00</u>	\$3.00 ea <u>0.00</u>
Exempt - Seeing Eye, War, Police	<u>0</u>	<u>No Fee</u>	<u>0.00</u>
Purebred License (1-10 dogs) Spayed & Neutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Purebred License (1-10 dogs) Unspayed & Unneutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Purebred License (11-25 dogs) Spayed & Neutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Purebred License (11-25 dogs) Unspayed & Unneutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Purebred License (26+ dogs) Spayed & Neutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Purebred License (26+ dogs) Unspayed & Unneutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Total licenses sold	<u>3</u>	<u>27.00</u>	<u>3.00</u>

REPLACEMENT AND PUREBRED TAG ORDERS

Replacement Tags	<u>0</u>	<u>0.00</u>
Purebred Tags	<u>0</u>	<u>0.00</u>
Total tags sold	<u>0</u>	<u>0.00</u>

DISBURSEMENTS

Paid to Supervisor	<u>\$27.00</u>
Paid to NYS Animal Population Control Program	<u>\$3.00</u>

12/12/2023
12:48:51

Town of Romulus
Daily Summary Report

For the period 11/01/2023 through 11/30/2023

<i>Marriage Licenses</i>	\$40.00
<i>Dog Licenses</i>	\$30.00
<i>Other Revenue</i>	\$80.00
<i>BUILDING PERMIT</i>	<i>80.00</i>

TOTAL: **\$150.00**

Deposit Amount:	\$150.00
<i>Cash:</i>	<i>\$70.00</i>
<i>Checks:</i>	<i>\$80.00</i>
Credit Card Amount:	\$0.00