



CITY OF EVERETT
DEPARTMENT OF PUBLIC WORKS
WATER DIVISION
19 Norman St.
Everett, MA 02149
(617) 394-2325
Tameka.Walsh@ci.everett.ma.us

FINAL WATER AND SEWER BILL REQUEST FORM

DATE REQUESTED: _____

REQUESTOR'S NAME: _____

REQUESTOR'S COMPANY: _____

REQUESTOR'S PHONE NUMBER: _____

REQUESTOR'S EMAIL ADDRESS: _____

NUMBER OF METERS: _____

PROPERTY ADDRESS: _____

SELLER'S NAME: _____

CLOSING DATE: _____

VACANT OR OCCUPIED _____

***BUYER'S NAME:** _____

***BUYER'S PHONE NUMBER:** _____

***BUYER'S MAILING ADDRESS:** _____

(if different than property address)

The final bill will show unpaid water and sewer charges for which bills have been rendered to date. The fee for the final reading is \$150.00 and is included in the Final Bill. Refunding of the fee will not be granted unless cancellation is made prior to the final reading. A meter technician must obtain a reading from the inside water meter within 2 weeks of the closing in order for a final bill to be granted. The requestor is responsible for making arrangements for access to the meter. *The buyers name, phone number, and mailing address is required.