



CITY OF TAUNTON
DEPARTMENT OF PUBLIC WORKS
WATER DIVISION
90 Ingell Street
TAUNTON, MASSACHUSETTS 02780
Phone: (508) 821-1045 / Fax: (508) 821-1059
Email: waterinfo@taunton-ma.gov

Jon R. Chase
Water Division Supervisor

WATER/SEWER FINAL INSTRUCTIONS AND REQUEST FORM

- All requests shall be done in writing using this form and returned by fax or email
- Request need to be made at least 3 business days prior to the date needed
- Person making request must call Water Division personnel to confirm receipt of request
- We may require access inside the property in order read or replace the meter
- All finals must be paid in the form of money order, bank check, cashier's check or IOLTA account and must be returned to 90 Ingell Street c/o Water Division. No personal checks or cash will be accepted.

Today's Date:

Closing Date:

PROPERTY ADDRESS:

City/Town:

Party Requesting Final

Contact:

Company Name:

Phone:

Fax:

Email:

Current Property Owner(s)

Name(s):

New Property Owner(s)

Name(s): (as they will appear on the deed of record)

Mailing Address: (if different than property address)

City, State, ZIP Code:

Phone:

Email:

Due to the extended time for final bill issuance now required by law. The City of Taunton Water Division is not responsible for any excess water and or sewer usage that occurs between the time of a final meter reading and Transfer of property to the new owner. The excess water/sewer usage will have to be paid by the owner of record. If the closing date is moved beyond 10 calendar days of the original final billing, it is **Strongly** recommended that you request a new final.