



Springfield Water and Sewer Commission - Closing Form

PO Box 995, Springfield, MA 01101-0995

Fax 787-6269, Phone 452-1393, Website <http://waterandsewer.org/>

***** PLEASE TYPE or PRINT CLEARLY *****

Instructions:

- Please submit this form at least five business days prior to the closing date.
- In some instances, a maintenance appointment may need to be scheduled in order to process the closing. A representative of the SWSC will notify the attorney if this is required.

Attorney: _____

Today's Date: _____

Fax: _____

Phone: _____

Closing Date: _____

SELLER'S INFORMATION (Required)

Property Address: _____

Seller's Name: _____

Seller's Forwarding Address: _____

City, State, Zipcode: _____

Meter Reading(s): Primary: _____ Aux: _____

BUYER'S INFORMATION (Required)

Note: Please advise buyer to contact SWSC to verify billing information. Attorney please notify SWSC if closing does NOT go through within 30 days, as we will be changing account information. Please do not submit this form earlier than ten business days prior to the closing date.

Buyers's Name: _____

Address for Billing (*after closing*): _____

City, State, Zipcode: _____ Phone: _____

FINAL BILL (For Commission Use Only)

Customer # _____

Final Bill \$ _____

Make check payable to:

Springfield Water and Sewer Commission

P.O. Box 995

Springfield, MA 01101-0995

____ If checked, water service must be pressure tested and, if it fails, service must be replaced at the expense of the new owner. Replacement of service is NOT included in this final bill.

____ Other _____