



COMMONWEALTH OF MASSACHUSETTS

Town of Southwick

454 COLLEGE HIGHWAY SOUTHWICK, MA 01077

Department of Public Works-Water Division

Telephone (413) 569-6772 Fax (413) 569-5001

Final Read Request

In order to ensure the completed bill is available when needed, all final read requests must be submitted via fax (413-569-5001) or email (cmvette@southwickma.gov) no less than 2 business days in advance of the property closing date. The final bill will be returned via the preferred method provided on the form below. Please contact our office with any questions.

Requesting Party Information

Attorney Office Name:

Contact Name:

Contact Phone Number:

Fax Number:

Email Address:

Property Information

Address:

Property Transaction Information

Current Owner:

New Owner:

Date of Closing:

Date Meter is to be Read:

Preferred method to receive final bill?

☐

Email

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Fax

Comments: