



BOROUGH OF FLEETWOOD

Incorporated in 1873

110 W. ARCH STREET
FLEETWOOD, PENNSYLVANIA 19522
610-944-8220

REQUEST FOR WATER/SEWER CERTIFICATION

For Property Located At: _____

Current Property Owner: _____

Date of Transfer/Settlement/ Refinance: _____

By signing below, I agree to the following terms and conditions:

1. The final water/sewer bill shall be made payable to the "Borough of Fleetwood, Water/Sewer Department"
2. I am requesting that the name on the water/sewer bill be changed to the new owners of the property:

3. Purchasers Phone No. _____ Address: _____
CITY STATE ZIP
4. I understand that if the final bill is not paid by the current property owner at the time of transfer/settlement, the new owners will assume responsibility for any remaining account balance owed on the property.
5. In the event the date of the transfer/settlement/refinance changes, I agree to be responsible to advise the Borough of Fleetwood of the new transfer/settlement date in writing via fax to 610-944-9054.
6. Final read certification fee of **\$50.00 is due with certification request at least two weeks prior to transfer/settlement.** In the event that transfer/settlement is postponed for any reason and an additional final read certification is required, a separate **\$50.00** fee will be assessed.

*****NOTE UNPAID WATER/SEWER BILLS REMAIN WITH THE REAL ESTATE AND WILL BECOME THE RESPONSIBILITY OF THE PURCHASER/NEW OWNERS*****

I, _____, on behalf of _____ am
Name Transfer/Settlement Company

requesting a water/sewer certification on the above-named property as described above.

Please fax or email final bill to: _____ Date: _____

FOR OFFICE USE ONLY

\$ _____ Certification Fee Paid With Check # _____ Dated _____

Received by: Initial: _____ Date: _____ Account# _____