



# WARE DPW

## Water Division

4 ½ Church St, PO Box 89  
Ware, Massachusetts 01082-1386  
Tel. 413-967-9620 Fax 413-967-9622  
jpopielarczyk@townofware.com  
www.townofware.com



## Water and Sewer Closing Form

**\*\*\*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. The office will notify the requesting party of the Final Read if this is required.

Attorney: \_\_\_\_\_ Today's Date: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ Closing Date: \_\_\_\_\_

EMAIL to use for sending FINAL BILL \_\_\_\_\_

### **SELLER'S INFORMATION (Required)**

Property Address: \_\_\_\_\_

Seller's Name: \_\_\_\_\_

Seller's Forwarding Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

**\*Note: Please advise buyer to contact DPW to verify billing information. Attorney please notify DPW 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.\***

### **BUYER'S INFORMATION (Required)**

Buyer's Name: \_\_\_\_\_

Address for Billing (*after closing*): \_\_\_\_\_

City, State, Zip code: \_\_\_\_\_ Phone: \_\_\_\_\_

### **FINAL BILL (For Ware DPW Use Only)**

Account # \_\_\_\_\_

Final Bill \$ \_\_\_\_\_

(\$35 Final Meter Reading Fee included in Final Bill)

#### **Make Check Payable to:**

Town of Ware – Water Dept.  
PO Box 89, 4 ½ Church St.  
Ware, MA 01082