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Monday 9am-4pm Tuesday 9am-4pm Wednesday 9am-6pm Thrusday 9am-4pm Friday Closed

**REQUEST FOR FINAL UTILITY BILL**

FINAL READ DATE: \_\_\_\_\_ CLOSING DATE: \_\_\_\_\_

CURRENT OWNER: \_\_\_\_\_

PROPERTY ADDRES: \_\_\_\_\_

NAME OF PERSON REQUESTING FINAL READ: \_\_\_\_\_

NAME OF FIRM REPRESENTING: \_\_\_\_\_

CONTACT NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

ADDRESS WHERE TO SEND THE FINAL BILL: \_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**\*\* ONCE YOU RECEIVE THE FINAL BILL, YOU HAVE 3 WEEKS TO SUBMIT  
PAYMENT. ANY BILLS LEFT UNPAID WILL BE ADDED TO THE PROPERTY  
OWNER'S SUMMER VILLAGE TAX\*\***

**NEW OCCUPANT INFORMATION**

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

**THIS FORM MUST BE RETURNED BEOFRE A FINAL BILL WILL BE ISSUED.**