



TRANSFER REQUEST FORM FOR FINAL WATER/SEWER BILL

Harwich Water & Wastewater Department

P: 508-432-0304 | customerservice@harwichwater.com

SELLER INFORMATION	BUYER INFORMATION
Name: _____	Buyer 1: _____
Location: _____	Buyer 2: _____
Requestor: _____	Billing Address: _____
Agency: _____	_____
Phone: _____	City/State/Zip: _____
FINAL INVOICE WILL BE EMAILED	REQUIRED
Email: _____	Buyer Phone #: _____
*CLOSING DATE _____	Buyer Mobile: _____
Requests require a minimum notice of 10 business days .	Buyer Email: _____
Is this property a foreclosure? YES <input type="checkbox"/> NO <input type="checkbox"/>	Is there irrigation at property? YES <input type="checkbox"/> NO <input type="checkbox"/>
If yes, please contact our office to schedule an appointment .	Is property currently occupied? YES <input type="checkbox"/> NO <input type="checkbox"/>

*TRANSFER DISCLOSURE

The requesting party agrees to notify the Department if there is a change to the closing date or if the property does not transfer ownership. The Department will not be held responsible for any changes to the final billable amount if the date changes. The Buyer/Seller may choose to prorate any usage between the final read and closing dates.

Please submit completed form by email to customerservice@harwichwater.com. Requests require a minimum notice of **10 business days**. **Transfer fee of \$60.00 will be included with final bill.**