



**TOWN OF RANDOLPH
DEPARTMENT OF PUBLIC WORKS**

41 South Main Street • Randolph, MA 02368
Telephone (781) 961-0940

FINAL READING FORM

PLEASE COMPLETE ALL LINES PRECEDED BY A CHECK MARK

- √ **Request By:** _____
- √ **Tel.#** _____ **Email:** _____
- √ **Present Owner:** _____
- √ **Property Address:** _____
- √ **Closing date:** _____ **Today's Date:** _____
- Account Number:** _____
- √ **New owner phone # (required)** _____
- √ **New Owner's Name:** _____
- √ **Billing Address:** _____

(If different from above)

FEE \$50.00

- √ **Requestors Signature:** _____

Department of Public Works Use Only

Final Given By: _____ Date: _____

Meter Reading: _____ **Owner to provide a photo/picture of the meter dial**

PLEASE READ BELOW

- ★ SUBMITTED PAYMENTS MUST INCLUDE A COPY OF THE FINAL BILL AND SHOULD BE REMITTED TO THE TOWN COLLECTOR'S OFFICE
- ★ PROCESSING FEE OF \$50.00 MUST BE PAID TO "TOWN OF RANDOLPH" BEFORE THE FINAL BILL WILL BE GIVEN. PAYMENT CAN BE MADE BY CASH, BANK CHECK OR BUSINESS CHECK - PERSONAL CHECKS OR CREDIT CARDS ARE NOT ACCEPTED
- ★ IF METER IS DAMAGED IN ANY WAY I.E. FROZEN, BURST, DISCONNECTED, BROKEN SEAL OR TAMPERED WITH, THEN A NEW METER MUST BE INSTALLED AND A FEE OF \$250.00 WILL BE CHARGED FOR THE NEW METER
- ★ FINAL READING DOES NOT INCLUDE MLC. PLEASE CALL TAX COLLECTOR'S OFFICE AT 781-961-0913