



This PDF fillable form is to be used by Realtors to request a Final Read Bill for a Water account during a change of ownership. Please fill out the form fields below, save the form in a PDF format, and attach it to an email addressed to: DPW-Water@wayland.ma.us. (All fields below must be filled out in order to process the form.)

Once the Water department has processed a final water meter read at the property, the Final Water Read bill will be sent to the realtor's email address provided in this form. Typical turnaround time is 2 days.

All Final Water Read fees are \$50.00 and are attached to the Final Water Bill. Final payments – can NOT be paid on-line. We recommend, having your attorney pay it at closing.

If your payment is not included in your closing, you may:

Pay it at or mail to the Town Hall Collector's Office located at 41 Cochituate Road Wayland.

Date of Request For office use		Account #:	
Final Read Scheduled Time of Service		Closing Date:	
(Street Name and Number)			
Property Address:			
Current Owner's Name:		New Owner's Billing Address:	
New Owner's Name: Co Owner's Name:		New Owner's Phone #:	
Realtor Name:		Realtor Company:	
Realtor Email:		Realtor Phone #	

Enter any Comments or Questions in the space below, **if this is a Business Account please make sure to specify your billing address above:**

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When you have completed filling out the form, use Save As... to save it to a **new** filename and attach that to your email submission. *Example: FinalBillRequest-118MainSt.pdf.*

Want to use the form again for a different property? To reset all the fillable fields to blanks, click on the **Reset** button to the right.

[Reset form](#)