

CERTIFIED MANUAL WATER READING

In lieu of a final water reading for the property address
at _____

the undersigned have agreed to take a manual water meter reading (from the inside direct reading meter), along with submitting a copy of the last water bill, in order to have a final sewer bill generated for settlement purposes. This can only be done if all sewer charges are current and paid up to date.

The reading on _____ is _____.
(date) (gallons)

The undersigned also agree that in the event of any problems with this final manual reading, it is understood that the new owner will be responsible.

SELLER:

Print Name

Forwarding Address

Forwarding Address

Seller's Signature

BUYER:

Print Name

Mailing Address

Mailing Address

Buyer's Signature

TENANT: (IF APPLICABLE):

Print Name

Address

Address

Tenant's Signature