



TOWN OF BRAINTREE DEPARTMENT OF PUBLIC WORKS WATER AND SEWER DIVISION

Joseph C. Sullivan, Mayor

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METER INSPECTION & FINAL READING

Due to the volume of property transactions in the Town of Braintree, the Water and Sewer Department asks that a minimum of **SEVEN (7) BUSINESS DAYS NOTICE** be given prior to the closing date in order to accommodate the scheduling of a final read and inspection. It is the policy of the Water & Sewer Department that **FINAL ACCOUNTS MUST BE PAID IN FULL PRIOR TO THE PROPERTY TRANSFER.**

An inspection/administrative fee of \$35.00 will be included in the final bill.

The Water and Sewer Department requires the following information to process a final reading:

- Closing Date
- Current owner's name, address, contact number, forwarding address and new contact number if different than the previous address.
- Buyer's name, contact number, and previous address. Buyer is required to show proof of ownership and picture for identification purposes.

All accounts shall be listed in the name of the owner on the property deed.