



TOWN OF MARBLEHEAD
Water and Sewer Commission

Real Estate Transfer Confirmation

NOTE: *It is important that this form be returned to the Water and Sewer Commission office in order for the buyer to receive their water and sewer bill. The transfer of the account from the seller to the buyer will not be recorded until this Confirmation has been received. Unpaid bills still being mailed to the seller will subject the service address to shut-off. Please print clearly.*

☐ Single-Family Residence ☐ Condominium ☐ Commercial ☐ Other _____
(Please Specify)

Service Address _____ Account # _____
(From Real Estate Transfer Form)

Seller(s) _____

Buyer(s) _____
(As name(s) should appear on Account)

Buyer's Mailing Address (if different from Service Address) _____
(Please notify the Commission of any address change)

Date of Actual Transfer of Ownership _____

By signing below, I/We certify that the Service Address identified above has changed ownership on the date indicated and that the "Buyer(s)" will assume responsibility for payment of water and sewer services and fees going forward as well as for any use charges or fees prior to the transfer that was not paid by the seller(s) at the closing.

Signature(s) of Seller(s) _____ Date _____

_____ Date _____

Signature(s) of Buyer(s) _____ Date _____

_____ Date _____

Reminder: If you pay your water and sewer bill through any form of on-line payment (ie: your bank, the Marblehead website, etc.), please remember to update your on-line profile to reflect your new address and Water and Sewer Account Number.

Please return this form to: Marblehead Water and Sewer Commission. PO Box 1108, Marblehead, MA 01945 or in person at the Commission office at 100 Tower Way, Marblehead