



# TOWN OF WATERTOWN

DEPARTMENT OF PUBLIC WORKS

124 ORCHARD STREET

WATERTOWN, MASSACHUSETTS 02472

Tel: 617-972-6420

Fax: 617-972-6402

## Final Water Read for a Sale of Property

To set up an appointment call Public Works at 617-972-6420.

If the read date is scheduled 7 working days out, or more, the fee will be \$25.00.

If the read date is scheduled less than 7 working days out the fee will be \$40.00.

Cash, Check or money order only, written to the Town of Watertown

The Department of Public Works does not read on Thursdays.

The Department of Public Works will schedule a final read for 8:00, 8:30 or 9:00 AM – Monday, Tuesday, Wednesday or Friday.

The department prefers the realtor call to set up the appointment to avoid double booking with the following information:

Property Location

What exactly is selling – i.e., entire two family, single family, etc.

New Owners name, and mailing address

Closing date

Someone must be present at the property location at the time and date of appointment

No-show appointments will be an additional fee

The paperwork may be picked up and paid for on the following work day at the Department of Public Works, 124 Orchard Street

Final Reads will not be faxed.