



**TOWNSHIP OF WINSLOW
DEPARTMENT OF MUNICIPAL
UTILITIES FINAL READ REQUEST**
utilities@winslowtownship.com

TELEPHONE: 609-567-0700 ext. 6003

SECTION #1 (TO BE COMPLETED BY TITLE COMPANY)

PLEASE PRINT CLEARLY! THE EMAIL ADDRESS THAT YOU PLACE ON THIS FORM WILL BE THE EMAIL ADDRESS THAT THIS REQUEST WILL BE RETURNED TO WHEN COMPLETED. **PLEASE ALLOW AT LEAST 3 TO 4 BUSINESS DAYS FOR ALL REQUESTS.** IF A FINAL IS REQUESTED THE DAY BEFORE OR THE DAY OF SETTLEMENT A FINAL IS NOT GUARANTEED.

TITLE COMPANY: _____

DATE OF REQUEST: _____

ADDRESS: _____

TELEPHONE: _____

E-MAIL ADDRESS: _____

EMAIL ADDRESS: _____

REQUESTED BY: _____

YOUR FILE NUMBER: _____

WINSLOW LOCATION: _____

SETTLEMENT DATE: _____

BLOCK: _____ LOT: _____

SELLER'S NAME: _____

NEW CONSTRUCTION? _____

BUYER'S NAME: _____

ACCOUNT NO. _____

SECTION #2
**TO BE COMPLETED BY WINSLOW TWP. DEPARTMENT OF
MUNICIPAL UTILITIES**

METER ID (EXPECTED) _____

REMOTE LOCATION: R - _____

METER ID (CAPTURED) _____

CURRENT READ _____

DATE READ COMPLETED: ____/____/20__ BY ____

PRIOR READ _____ Estimate/Actual _____

DATE OF PREVIOUS READ: ____/____/20__

*******PLEASE NOTE: *******

A \$25.00 READING FEE IS ALREADY INCLUDED.

ALL BALANCES ARE PRORATED THROUGH THE SETTLEMENT DATE PROVIDED ABOVE.

**PLEASE DO NOT ADD OR CHANGE ANY FIGURES. THESE
ARE THE ONLY FEES THAT ARE DUE AT THE SETTLEMENT TABLE.
(NO VERBAL FIGURES WILL BE GIVEN OVER THE PHONE)**

**IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT WINSLOW
TOWNSHIP UTILITY DEPARTMENT BETWEEN 8:30am AND 4:30pm AT
609-567-0700 EXTENSION 6003**

Email completed form to: utilities@winslowtownship.com