



Final Utility Request Form

Please note: A final water bill must be prepared and paid at the time of transfer stamp purchase. A final meter reading must be scheduled no more than 5 business days prior to closing. Service is not transferred until the final bill is paid.

Acceptable forms of payment are:

Cashier's Check, Certified Check, Attorney at Law Check, Cash, Title company check, Credit Card. All checks must be made payable to the City of Highland Park – **PERSONAL CHECKS WILL NOT BE ACCEPTED**

Account#: _____

Service Address: _____

Closing Date: _____

Final Bill Request Date: _____

Email for Final Bill: _____

Seller / Outgoing Tenant *(Circle One)*

Name: _____

Forwarding Address: _____

City, State & Zip: _____

Buyer / Incoming Tenant *(Circle One)*

Name: _____

Billing Address: _____

City, State & Zip: _____

Phone Number: _____

Email Address: _____

Previous Address: _____

Please check box if buyer/tenant is new to Highland Park and would like to receive a new resident packet

Owners Information *(If Tenant)*

Name: _____

Address: _____

City, State & Zip: _____

Phone Number: _____

Email Address: _____