



City of  
**Lincoln Park**  
Water Department  
313-386-1800 ext. 1252/1253  
**Final Read Request Form**

Dear Lincoln Park Water Customer:

Final bill request will be generated the NEXT business day.

Final reads will not be read the same day or from a previous date.

Final meter reads in most cases can be read digitally, so we will NOT need to enter the property. If we do, we will contact you.

Please include ALL addresses and names below if more than one person needs to receive a final read.

**Step 1: Contact Information (Please print clearly):**

Name of Requestor: \_\_\_\_\_

Requestor Phone Number: \_\_\_\_\_

Property Address: \_\_\_\_\_

Additional Parties to Receive Bill:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Date Requested for Last Bill: \_\_\_\_\_

Method to Receive Final Bill:

Mail To: Name: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Email To: Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Fax To: Name: \_\_\_\_\_ Fax No.: \_\_\_\_\_

In Person: Please notify me at \_\_\_\_\_ when final is ready.

Mail or drop off completed form to:

City of Lincoln Park  
Water Office  
1355 Southfield  
Lincoln Park, MI 48146