



VILLAGE of RICHFIELD SPRINGS

PO Box 271 Richfield Springs, NY 13439

315-858-1710 Fax: 315-858-9202

clerk@richfieldsprings.org

WATER/SEWER BILLING ACCOUNT TRANSFER TITLE

Forward completed form to Village Office.

NEW OWNER: SEND PROOF OF OWNERSHIP IF NOT SENT BY ATTORNEY AT THE TIME OF CLOSING.

ACCOUNT # _____ OUTSTANDING BALANCE \$ _____ CLOSING DATE: _____

SERVICE: WATER SEWER BOTH INSIDE OR OUTSIDE VILLAGE SERVICE

NEW OWNER: _____ STREET ADDRESS _____

BILLING ADDRESS : _____

PHONE _____ EMAIL _____

OWNER SIGNATURE: _____

ACTIVATION DATE: _____

PREVIOUS OWNER : _____

Water/Sewer bills are mailed by the first of every month subject to a 5% late fee if unpaid after the 20th of each month. For more information on water billing contact office at the number above or by email.