

Final Read Information

Date Requested: \_\_\_\_\_

Requestor: \_\_\_\_\_

Requestor's Phone #: \_\_\_\_\_

Lawyer: \_\_\_\_\_ email: \_\_\_\_\_

Closing Date: \_\_\_\_\_

Property Address: \_\_\_\_\_ Current Owner \_\_\_\_\_

New Owner's Name: \_\_\_\_\_ District: \_\_\_\_\_

Account #: \_\_\_\_\_ W: \$ \_\_\_\_\_

Book #: \_\_\_\_\_ S: \$ \_\_\_\_\_

Bill #: \_\_\_\_\_

Outstanding Balance: \$ \_\_\_\_\_

Reference (Commitment)#: \_\_\_\_\_

Date Assigned: \_\_\_\_\_

Current Meter Reading: \_\_\_\_\_ Previous Meter Reading: \_\_\_\_\_

~~~~~  
Documentation Sent: Y/N

FR Docs scanned to UBCIS: Y/N

Munis Updated with Final Read (Text): Y/N

Munis Updated Name/Customer ID: Y/N

Meter Read Fee Entered: Y/N: Scanned to UBCIS:

Path to meter fee - Utbilmnt: