Transfer of Ownership & Request for Lien Status

City of Wilmington, Division of Revenue, FAX 576-2087

Please be advised that the property listed below is scheduled for settlement.
A separate form needs to be submitted for multiple accounts

PROPERTY LOCATION	Name		SELLER	Date of Settlement	
	Account No.	Parcel No.		Forwarding Address of Seller	
	Address of Meter			Address	
	City State	Zip		City	State Zip
BUYER	Name		SELLERS REALTOR	Agent	Business Lic #
	Billing Address			Agent	
	Subdivision		BUYERS REALTOR	Agency	Business Lic #
	City State	Zip		Agent	

This certifies that I have read, understood, and accepted the directions on the attached explanatory cover sheet. (please check all that apply)

☐ No seller's realtor ☐ No buyer's realtor
☐ A special water meter reading needs to be scheduled at my request.
☐ Reading provided: _____ / _____
(Reading) (Dates)

Attorney_____ Address _____

Fax

Signature _____ Date_____ Phone

Lien Information (Official Use Only)

Account Status	Date	Meter Reading	Consumption	Excess	Total Usage

Facilities Charge	
Settlement Usage Charge	
Delinquent Amount	
Property Tax Due	
L & I Fees	
Other	
Other	
Total Due	$

Settlement Clerk _____ Date _____

"This Account Status applies only to the meter listed on the form. It is the obligation of the person requesting a meter reading to specify each meter, property address and/or location of each meter to be read."

PLEASE NOTE: The charges noted may not be the total sum of obligations owed to the City. Buyers should perform a title search to determine any judgments, recorded liens, or bankruptcies to determine potential liabilities than may be incurred upon sale.

Remarks:

Remit to: City of Wilmington
Department of Finance
Division of Revenue
800 French Street
Wilmington, DE 19801

Make check payable to: City of Wilmington