



**CITY OF RUTLAND  
DEPARTMENT OF PUBLIC WORKS  
RUTLAND, VERMONT**

City Hall – 52 Washington St. – Rutland, VT 05701  
Mailing Address: P. O. Box 969 – Rutland, VT 05702  
Phone: 802-773-1813 Fax: 802-775-3947

Jeffrey N. Wennberg  
Commissioner

Evan D Pilachowski, P.E.,  
City Engineer

**CLOSING READING REQUEST SHEET**

Please notify us at least four (4) days before scheduled closing  
Reading is done one (1) day before scheduled closing  
A \$35.00 fee is included in the final bill.

**To be completed by requester and submitted to DPW via fax**

Requested By (Person) \_\_\_\_\_

Requested By (Company): \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

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

Old Owner: \_\_\_\_\_

New Owner: \_\_\_\_\_

Request Date: \_\_\_\_\_ Read Date: \_\_\_\_\_

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

**Water and Sewer Account Information (DPW Use Only)**

Book No: \_\_\_\_\_ Account No: \_\_\_\_\_ Date Reading Scheduled: \_\_\_\_\_

Water Meter Reading: Inside: \_\_\_\_\_ Outside: \_\_\_\_\_

Date Read: \_\_\_\_\_ Read By: \_\_\_\_\_

Type of Meter: \_\_\_\_\_ Serial No: \_\_\_\_\_

Seal No: \_\_\_\_\_ Existing: \_\_\_\_\_ New: \_\_\_\_\_

Info To: \_\_\_\_\_ Date: \_\_\_\_\_

Notes: \_\_\_\_\_

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