



# REQUEST FOR ACCOUNT STATUS AND FINAL READING CLIFTON WATER DISTRICT & CLIFTON SANITATION DISTRICT #2

Phone: (970) 434-7328

E-Mail: [customerservice@cliftonwaterdistrict.org](mailto:customerservice@cliftonwaterdistrict.org)

The Clifton Water District requires Title Companies requesting information for Closings/Final Readings to complete and E-mail this Form

- Title Companies may only obtain Account Status information prior to scheduling a Final Reading for Closing by completing the Property to Be Transferred and Title Company contact information sections below and E-mailing this Form to the District in Microsoft Word format. Account Status information will be E-mailed back to Title Company but no Final Reading will be scheduled unless/until a Closing/Final Date is provided.
- Upon determining a confirmed Closing Date, Title Companies shall complete the Request for Account Status and Final Reading Form with the Closing/Final Reading Date and Buyer information. E-mail this fully completed Form to the District to schedule a Final Reading.
- **Requests for Final Readings must be complete and received by the Clifton Water District office no less than one business day prior to Closing or a Final Reading and Final Billing will not be provided.**
- **Any change or cancellation of the Closing/Final Reading Date will result in a Final Payoff Cancellation Fee being assessed to the property owner's account.**

Information to be completed by Title Company	
Today's Date _____	Title Company Name _____
<b><u>PROPERTY TO BE TRANSFERRED:</u></b>	Contact Person _____
Tax Parcel ID # _____	Phone # _____ Fax # _____
Property Address _____ _____ _____	File # _____
Seller's Name(s) and Mailing Address _____ _____ _____ _____	<div style="text-align: right; font-size: small;"> <b>Any change or cancellation of this date will result in a Final Payoff Cancellation Fee being assessed to the property owner's account</b> </div> Closing or Final Reading Date _____
	Buyer to Occupy Property? _____ YES _____ NO
	Buyer's Name(s) and Mailing Address _____ _____ _____
	Buyer's Home Phone Number _____

Account Status Information to be completed by Clifton Water District					
Current Account Balance	\$ _____	Next Billing Date _____	Average Bill for 3 Months	\$ _____	
Last Billing Amount	\$ _____	Last Billing Date _____	Water Status	<input type="checkbox"/> On <input type="checkbox"/> Off	
			Sewer Included	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Contact Person _____	Date Sent to Title Company _____				

Notice: The Clifton Water District is a Title 32 Special District and has been granted specific powers in the State of Colorado associated with the assessment and collection of Water and Sewer charges. Specifically, Colorado Revised Statutes 32-1-1001 (j)(I) states, "until paid, all such fees, rates, tolls, penalties, or charges shall constitute a perpetual lien on and against the property served, and any such lien may be foreclosed in the same manner as provided by this state for the foreclosure of mechanics' liens". *All Clifton Water District accounts shall remain in the name of the legally recorded Property Owner and therefore all Water and Sewer charges*

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shall be the responsibility of the Property Owner. Please advise all parties to this property transaction the requirements of the laws of the State of Colorado and the Clifton Water District.

*“Earning Your Confidence Every Day”*