



CITY OF NEW BALTIMORE
36535 Green Street, New Baltimore, MI 48047
City Clerk, Marcia Shinska • 586-725-2151 • 36535 Green St. New Baltimore, MI 48047

UTILITY BILLING FINAL READ REQUEST FORM

Please provide the Utility Billing department with the following information **at least three days prior** to when the final bill is needed. This time is needed to process the information in the billing system. If you have any questions, please contact the utility billing office at 586-725-2151 ext. 111 or adietz@cityofnewbaltimore.org

Current Date: _____

Closing Date (date needed on bill): _____

Service Address: _____

Person Requesting Final Bill: _____

Send Final Bill To (email or mail): _____

Please note: (1) If the current owner/mortgage company does not pay the amount due, this amount will become the responsibility of the **new property owner**, as the water stays with the property. (2) Please allow up to 3 days for the final bill to be processed and sent.

Submit Final Bill Requests to:

Mail/Drop Off:
City Hall Utility Billing
36535 Green St.
New Baltimore, MI 48047

Email:
adietz@cityofnewbaltimore.org