



Request for Account Final

Complete this form, save, then email to titlefinalrequest@littletongov.org. **Allow 48 hours or two business days to process this form.**

To complete this form, download and open in Adobe Reader® (free) or Acrobat Pro® (commercial). You should see a purple bar across the top of the form, and all fillable form fields will be tinted light blue. **Mac users:** do not use Apple Preview to open or complete this form because some or all of the form fields may not be visible, buttons may not work, and you may not be able to save the form once it is complete.

To: City of Littleton _____ Date _____
Finance Department, Utility Billing
2255 W. Berry Avenue
Littleton, Colorado 80120
Phone: 303-795-3772

From: Title Company Name _____
Attention _____
Street Address _____
City, State, ZIP _____
Phone _____
Fax _____
Email _____

The following final is requested for:

Service Address _____
Date of Requested Final _____
Closing Date _____
Name of New Owner _____
If multiple names, list all names
Will owner occupy? Yes No
Mailing Address of New Owner _____
City, State, ZIP _____
Forwarding Address for Seller _____
City, State, ZIP _____
Other Information Requested _____

For office use only — do not write below this line

Account Number _____
Service Order Number _____
New Account Number _____

The city will not finalize transfer of ownership until receipt of **Title Company Confirm Closing Form** from the title company. If closing is cancelled, notify our office via email at titlefinalrequest@littletongov.org



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2255 W. Berry Avenue
Littleton, Colorado 80120
Phone: 303-795-3772

Account Number _____

Service Address _____

	Date from		Date to	Amount
Sewer		To		\$
Storm Drain		To		\$
Late Fees		To		\$
TOTAL PAID				\$
TOTAL DUE				\$
City of Littleton requires Transfer Fee in separate check				\$22.00

Fee due date _____

Amount sent to the county for collection through the property tax \$

Collection of Unpaid Charges

The county treasurer will enforce any delinquent amount by placing a lien on the property and a special assessment in the amount of the balance due plus a county-imposed collection fee will be added to the property taxes.

The total amount must be paid to the county before the lien may be removed.

To submit this form, save a copy then attach it to an email and send to titlefinalrequest@littletongov.org.