

**LYNN**



400 Parkland Avenue • Lynn, Massachusetts 01905-1138 • (781) 596-2400 • Fax (781) 595-1420

**WATER & SEWER  
COMMISSION**

DATE: \_\_\_\_\_

ACCT. NO \_\_\_\_\_

**APPLICATION FOR WATER & SEWER LIEN CERTIFICATE**

LOCATION OF PROPERTY \_\_\_\_\_ NUMBER OF UNITS \_\_\_\_\_

PRESENT PROPERTY OWNER \_\_\_\_\_

BUYERS NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ CITY/STATE \_\_\_\_\_ TELEPHONE NUMBER \_\_\_\_\_

**MAKE CHECKS PAYABLE TO; LYNN WATER & SEWER COMMISSION**

REQUEST BY \_\_\_\_\_

ADDRESS TO SEND CERTIFICATE \_\_\_\_\_

CITY & STATE \_\_\_\_\_ ZIP \_\_\_\_\_ TELEPHONE \_\_\_\_\_

UPON RECEIPT OF YOUR APPLICATION AND CHECK, PLEASE CALL TO SCHEDULE AN APPOINTMENT FOR YOUR READING.

COMMENTS;

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**WATER & SEWER  
COMMISSION**

When you apply for a Water and Sewer Lien Certificate, the Lynn Water & Sewer Commission will read and inspect all meters. We feel that this will help you and also help us to issue a Lien Certificate in a timelier manner.

To process your application for a Water & Sewer Lien Certificate, please answer all questions to the best of your ability. Upon receipt of your application and check, you may call to schedule an inspection. Please allow time after the inspection for the lien to be processed.

**FEES**

A **\$40.00** filing fee is required for each meter servicing three (3) or less units or condos or any vacant land. If there is a lawn meter listed at a property servicing three (3) or less units there is also a separate fee of **\$40.00**.

A **\$100.00** filing fee is required for each meter servicing four (4) or more units or condos or commercial or industrial property. If there is a lawn meter listed at a property servicing four (4) or more units there is also a separate fee of **\$100.00**.

**FORECLOSURES ONLY**

If your application is for a foreclosure on a piece of property in the City of Lynn and the Commission is unable to make access to the property, we will list all charges that we have in our possession.

**PLEASE MAKE YOUR CHECK PAYABLE FOR THE FULL AMOUNT TO:  
LYNN WATER & SEWER COMMISSION  
400 PARKLAND AVENUE  
LYNN, MA 01905-1138**

**PLEASE DO NOT DISCONNECT ANY WATER METER. THIS CAN ONLY BE DONE BY THE LYNN WATER & SEWER COMMISSION. THERE IS A \$500.00 PENALTY FOR METER TAMPERING OR REMOVAL OF A METER BY ANYONE EXCEPT AN AUTHORIZED EMPLOYEE OF THE COMMISSION. IF YOU HAVE ANY QUESTIONS ABOUT THIS PROCEDURE, PLEASE CALL US IMMEDIATELY SO THAT WE CAN ANSWER YOU PROPERLY.**

**LYNN WATER & SEWER COMMISSION  
(781) 596-2400  
CONTACT PERSONS:  
DANIEL MAZOLA-EXT 240  
JOANN RYAN-EXT 225  
TREVOR LEGERE-EXT 218**

The Commission has worked very hard to make our drinking water the best there is. In order to achieve this, we are in the process of replacing and correcting any problems with water lines to various properties throughout the City. If a service is more than 25 years old and has not been in use for one (1) year or more, it may have to be replaced. Also, if one meter services more than one or two buildings, the service may have to be separated.

Thank you in advance for your cooperation in this matter. Please call if you have any questions.

LYNN WATER & SEWER COMMISSION