



**DEPARTMENT OF PUBLIC UTILITIES
PROPERTY TRANSFER WORKSHEET
203 SOUTH 4TH STREET, ROOM 107A
OAKLAND, MD 21550
PHONE: 301-334-7462 OR 301-334-6983**

Customer #/Main Customer # _____ (PLEASE INCLUDE ON ALL CHECKS)
 E-Mail/Fax Received _____ E-Mail/Fax Rtd _____
 Current Reading _____ Previous Reading _____

Attorney/Title Company _____ Requested By _____
 E-Mail Address _____ Fax # _____
 Date for Final Water Reading _____ Closing Date _____
 Property Tax ID Number _____ Map _____ Parcel _____
 Type of Transaction Refinance _____ Foreclosure _____ Sale _____
 Sub-division _____ **LOT #** _____
 Service Address _____
 City/System _____
 Seller's Name _____
 Buyer's Name _____
 Buyer's Mailing Address _____
 Buyer's Phone # _____

Sewer Inactive ERU Fee	_____	DUE	_____	QTR
Water Ready To Serve Fee	_____	DUE	_____	QTR
Bay Restoration Fee	_____	DUE	_____	QTR
Sewer/O&M	_____	DUE	_____	QTR
Water	_____	DUE	_____	QTR
Garbage	_____	DUE	_____	QTR
Interest/Late Charge	_____	DUE	_____	QTR
Debt Retirement	_____	DUE		
Water Transfer Fee	_____	DUE		
Sewer Transfer Fee	_____	DUE		
Final Fee	_____	DUE		
Water Tap Fee	_____	DUE/SEPARATE CHECK		
Sewer Tap Fee	_____	DUE/SEPARATE CHECK		
Meter Installation Fee	_____	DUE/SEPARATE CHECK		
Reconnect Fee	_____	DUE		

FEES PAID

****ALL FEES WITH THE EXCEPTION OF THE DEBT RETIREMENT & TAP/METER FEES MAY BE ON ONE CHECK****

**PLEASE REMIT TO: GARRETT COUNTY PUBLIC WORKS
203 SOUTH 4TH STREET, ROOM 107A, OAKLAND, MD 21550**