

Town of Woodstock  
824 Main Street  
Woodstock, NB  
E7M 2E8

Tel: 506 325-4615  
E-mail: [utility@WoodstockNB.ca](mailto:utility@WoodstockNB.ca)



**Property Sale Final Billing & Transfer Request Form  
FOR METERED & FLAT RATE CUSTOMERS**

Date: \_\_\_\_\_ Closing Date: \_\_\_\_\_

Address of Property being sold: \_\_\_\_\_

Vendor(s): \_\_\_\_\_ Purchaser(s): \_\_\_\_\_

\_\_\_\_\_

Purchaser(s) Contact #: \_\_\_\_\_

Does the **Purchaser** have a mailing address different from the above property address?

No  Yes: \_\_\_\_\_

Law Firm: \_\_\_\_\_ Requested By: \_\_\_\_\_

Phone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Please note there is a fee of fifty dollars (\$50) for Property Sale Transfers.  
Please allow 2-3 business days to process your request. Same-day requests may be accommodated if time permits.  
Please note the lawyer requesting the Property Sale Transfer shall be invoiced by the Town of Woodstock.**

**FOR METERED PROPERTIES ONLY:**

When can we read the meter? \_\_\_\_\_

Who do we contact to access the property? \_\_\_\_\_

**NOTE: ALL WATER METERS ARE LOCATED INSIDE THE PROPERTY**

*For Town Office Use Only*

Meter Reading: \_\_\_\_\_

O/S Balance: \_\_\_\_\_

Water: \_\_\_\_\_

Sewer: \_\_\_\_\_

Previous Reading: \_\_\_\_\_

Account No.: \_\_\_\_\_

Meter: \_\_\_\_\_