



Assessments/Account Information Request Form

5400 West Civic Center Drive, Suite 1, Highland, Utah 84003
 Office Hours: Monday - Thursday, 7:30 a.m. - 6:00 p.m., Closed Friday
 (801) 772-4523 Office • (801) 756-6903 Fax

**To be completed by the homeowner or company requesting information from Highland City.
 Return via email lhill@highlandcity.org & lsimons@highlandcity.org or fax (801) 756-6903.
 Please allow at least 1 business day for processing.**

Date of Request: _____ Requested By: _____

Name of Institution that is Requesting Information: _____

Phone # _____ Email _____

Name of Homeowner: _____

Legal Address of Property: _____

Reason for the Request:

_____ Selling of Property

_____ Refinancing (mark one line): _____ lower interest rate or _____ other reason

Estimated Closing Date: _____

*If we are not currently in the month of closing, please consider requesting an update to the completed assessment when closer to the actual date of closing for more accurate balances.

OFFICIAL USE BY THE CITY

Highland City utility services currently provided at property address listed above:

Yes = service is currently active and provided to property.

No = service is not currently provided to property. A connection fee may have been pre-paid for service, or full payment may be required. Please see additional notations.

N/A = service is not available/applicable to property.

YES NO N/A

_____	_____	_____	Garbage/Recycle
_____	_____	_____	Culinary Water
_____	_____	_____	Pressurized Irrigation
_____	_____	_____	City Sewer. <i>If no:</i>
	_____ Pre-paid	_____ Connection fee due at time of sale or refinancing for	
		other reasons (please see special assessments).	
_____	_____	_____	Timpanogos Sewer. <i>If no:</i>
	_____ Pre-paid	_____ TSSD impact fee due at the time of connection	
_____	_____	_____	Storm Drain
_____	_____	_____	Open Space Monthly Park/Open Space Maintenance Fee
_____	_____	_____	Public Safety Monthly Fee for Police and Fire
_____	_____	_____	Roads Monthly Roads Maintenance Fee

****CURRENT BALANCE DUE DOES NOT REFLECT A FINAL BILL. A METER READING MUST BE REQUESTED FOR A FINAL BILL****

City Account Number: _____

Account Information

Current Utility Account Balance \$ _____ Due on the 20th of the month

Special Assessments

- **Notice of Interest** City sewer connection fees are due at the time of sale or refinancing for other reasons **if marked.**
 - This fee is required at closing if the property is currently on a septic system and the City sewer connection fee has not been pre-paid.
 - Timpanogos Sewer District Impact Fee is deferred until actual sewer connection.

- **Pressurized Irrigation Water Purchase** (financing shares through the City) **if marked.**
 - PI Water Purchase is not required to be paid off at closing; this is a loan through Highland City that remains in effect for this property until the term is fulfilled or the full payment is met through early pay off.
 - Currently, the Pressurized Irrigation Water Purchase is billed monthly and included with the other listed utility services each month on the billing statement.

Date to be paid off _____ **OR** Pay off amount _____

Additional Comments or Notes:

Name of Person Completing the Request: _____ Date Request Returned: _____