**Requesting a Sewer Betterment Payoff**

A sewer betterment payoff should only be requested if you intend to pay the betterment off in full or if you want to make a partial payment toward the principal balance.

If you are selling your home, the Town does not require that the betterment be paid off at the time of the sale. However, many lending institutions may require that the betterment be paid off and the betterment lien released from the property in order to write a new mortgage. In this case a **Request for a Warrant for Sewer Betterment Payoff** should be submitted to the Sewer Commission office with a check made payable to **Plymouth County Registry of Deeds**, in the amount of $107.00. The check will allow us to release the betterment lien once the Collector certifies to our office that the betterment has been paid in full.

If the sale of your home is a cash sale with no mortgage involved or if the lender for the purchaser does not require that the lien be released from the property, you do not need to pay the betterment off. The Town will continue to bill the betterment on the real estate tax bills until the obligation has been fulfilled.

**Filing a Request for a Warrant for Sewer Betterment Payoff**

Payoffs should be requested no more than 30 days in advance of the closing date and at least 2 weeks in advance of the closing to allow the Assessors’ office time to issue the Warrant. They reserve the right to take up to 10 days to issue the Warrant, however Warrants are usually issued within 48 hours of being requested.

To request a payoff of your betterment assessment you will need to fill out the top box only of the **Request for a Warrant for Sewer Betterment Payoff** form. The property owner should sign the form. If unavailable, an authorized agent for the property owner may request the payoff. Proper authorization should be provided with the completed form. In the Mailing Name section, please provide the contact information for the party that wishes to receive the Warrant from the Assessors’ office. If you have a closing date scheduled for a property sale, please provide that date.

The completed form should be submitted to the Sewer Commission office with the recording check made payable to the **Plymouth County Registry of Deeds**, in the amount of $107.00. Once we receive the completed form and recording check we will turn the form over to the Assessors’ office. They will issue the Warrant to the party listed on the form, the Collector, and the Sewer Commission. If the payoff is not needed after the Warrant is issued, it should be rescinded by calling the Assessors’ office. The payoff amount should be confirmed with the Collector’s office at 781-585-0507 before the payoff check is written.

For more information please contact one or more of the following:

Sewer Commission 781-585-4058 FAX 781-831-6783 Email rraasch@kingstonmass.org

Collector 781-585-0507 FAX 781-585-2357 Email cwilson@kingstonmass.org or jbray@kingstonmass.org

Assessors 781-585-0509 Email kcluff@kingstonmass.org or mrafiki@kingstonmass.org