

Village Clerk:
Tina Sauvé
clerk@metamoravillage.com



Municipal Office:
48 E. High St.
Metamora, MI 48455
Phone (810) 678-2932
Fax (810) 678-8312
www.metamoravillage.com

Village Treasurer:
Janet Richard
treasurer@metamoravillage.com

Monday 9:00-4:00
Tuesday 9:00-4:00
Wednesday 9:00-6:00
Thursday 9:00-4:00
Friday Closed

REQUEST FOR FINAL UTILITY BILL

FINAL READ DATE: _____ CLOSING DATE: _____

CURRENT OWNER: _____

PROPERTY ADDRESS: _____

NAME OF PERSON REQUESTING FINAL READ: _____

NAME OF FIRM REPRESENTING: _____

CONTACT NUMBER: _____ FAX NUMBER: _____

ADDRESS WHERE TO SEND THE FINAL BILL: _____

SIGNATURE: _____ DATE: _____

**** ONCE YOU RECEIVE THE FINAL BILL, YOU HAVE 3 WEEKS TO SUBMIT
PAYMENT. ANY BILLS LEFT UNPAID WILL BE ADDED TO THE PROPERTY
OWNER'S SUMMER VILLAGE TAX****

NEW OCCUPANT INFORMATION

NAME: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____

THIS FORM MUST BE RETURNED BEFORE A FINAL BILL WILL BE ISSUED.