Date:

**Certified Balance Request:**

**Via Email:**

Dear

Re:  **Washington, DC (property address)**

Suffix Number Lot Number in Square (“Property”)

Thank you for your recent request regarding the above referenced property. We have processed your request and have determined the following:

**The District of Columbia Water and Sewer Authority (DC Water) certifies that the balance of all outstanding DC Water charges (including any and all established accounts at the Service Address) on the above-referenced Property as of the “Last Read Date” is:**

**Balance: Last Read Date:**

We understand and agree that you and others are reasonably relying upon DC Water to be certain that DC Water has checked its records and that the information provided above represents the balance of all DC Water charges outstanding as of the date hereof affecting the Property.

**The Title Company acknowledges that the balance referenced above does not represent what DC Water terms a final bill.** The property owner remains responsible for all amounts due on the **active account(s)** associated with this property from the last read date referenced above until the date of closing, which constitutes the final bill. DC Water understands that if the Property has a lien on it, the lien will be removed promptly following payment of the above referenced outstanding balances and the final bill.

If for any reason, settlement does not take place, the title company will contact DC Water to cancel the above request. DC Water will only change the property owner’s name and mailing address if the property is sold.

DC Water agrees and acknowledges that if the amount shown above is collected and paid to DC Water within (30) days hereof, no lien will be later asserted by DC Water against the Property if it is later determined that DC Water did not include all amounts that should have been shown above. DC Water reserves the right to seek payment in a in personam action from the prior owner(s) for any such understatement of amounts due as set forth above.

Please send your request as an attachment to **tbalance@dcwater.com****.**

Sincerely,

By:

The District of Columbia Water and Sewer Authority