



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 Ihill@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. *If no:*

Pre-paid Connection fee due at time of sale or refinancing for
other reasons (please see special assessments).

____ ____ ____ Timpanogos Sewer. *If no:*

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: _____