

*Town of Denton*  
4 N. Second Street Denton, MD 21629  
Phone: 410-479-2050 Fax: 410-479-3534

**TO AVOID DELAYS ALL INFORMATION MUST BE FILLED OUT**

Date \_\_\_\_\_ Account \_\_\_\_\_

The Offices of \_\_\_\_\_ Located at \_\_\_\_\_  
Request information for a Settlement or Refinance (Circle One) on all unpaid bills owed to the Town of Denton by  
\_\_\_\_\_, owner of the property located at \_\_\_\_\_, Denton.  
(Map # \_\_\_\_\_, grid \_\_\_\_\_, parcel \_\_\_\_\_, tax id # \_\_\_\_\_).  
**Please notify us of outstanding bills due for current period.**

**The NEW OWNERS will be:** \_\_\_\_\_  
New owners mailing address \_\_\_\_\_ New Owners Phone: \_\_\_\_\_  
Settlement Date: \_\_\_\_\_ Information Request by \_\_\_\_\_  
Requesters Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email: \_\_\_\_\_

*(Real Estate Taxes are collected by Caroline County Treasurer- Call 410-479-0410 to verify they are paid.)*

**This is to certify that the following bills are Outstanding/Paid:**

**(Water & Sewer Service - including Vacant Lot Fees & Recycling):**

**Amount Currently Due:**  
\_\_\_\_\_ to \_\_\_\_\_ Amount \_\_\_\_\_ Date Paid \_\_\_\_\_ if still due, Interest \_\_\_\_\_ through \_\_\_\_\_

Water \_\_\_\_\_ Sewer \_\_\_\_\_ Bay Fee \_\_\_\_\_ Meter Fee \_\_\_\_\_ Interest \_\_\_\_\_ Fees \_\_\_\_\_ Recycling \_\_\_\_\_

**Estimated Amount Due for Current Cycle (based on prior quarter billing):**

\_\_\_\_\_ to \_\_\_\_\_ Estimated amount: \_\_\_\_\_

Water \_\_\_\_\_ Sewer \_\_\_\_\_ Bay Fee \_\_\_\_\_ Meter Fee \_\_\_\_\_ Interest \_\_\_\_\_ Fees \_\_\_\_\_ Recycling \_\_\_\_\_

**\*Actual Amount to be billed with quarterly billing pending meter usage.**

**(Business Loan):**

Principal \_\_\_\_\_ Interest \_\_\_\_\_ through \_\_\_\_\_

**(Personal Property/ Corporation Tax):**

Year 7/1/ \_\_\_\_\_ to 06/30/ \_\_\_\_\_ Amount due \_\_\_\_\_ Interest through \_\_\_\_\_

**(Miscellaneous Charges):**

Date Billed \_\_\_\_\_ Billed for \_\_\_\_\_ Amount \_\_\_\_\_ Interest \_\_\_\_\_ through \_\_\_\_\_

**Other:** \_\_\_\_\_

**ANY QUESTIONS CONTACT:** \_\_\_\_\_

**Please Note:** If property has been on a tax waiver, taxes begin as of date of settlement. Also connection of Town water & sewer (if available) is required within 90 days if property is not already connected. Cost to connect to water \$4,000.00 plus time and material. Cost to connect to Sewer \$5,000.00 plus time and material. Special assessment fee pertains to certain properties along Maryland Route 313, these properties are assessed an additional \$175.00 for water connection and \$325.00.  
Revised 09/12/19.