

**PROPERTY ASSESSMENT FORM (located at <http://www.wellingtonfl.gov>)**

To insure a buyer receives a clear title on the property being purchased, a "Property Assessment Form" must be completed. Failure to do this may result in delays at closing or unpaid balances by the seller being transferred to the buyer or a lien being filed on the property.

A processing fee of **\$35.00** must accompany each request. You may fax a request to **561-791-4045**, e-mail a request to [property@wellingtonfl.gov](mailto:property@wellingtonfl.gov), or mail in your request. Please enclose your payment information with requests as applicable (credit card information must be provided for faxed or e-mailed requests). Information should be requested 7 to 10 days prior to closing, **no sooner**. *All completed assessments will be e-mailed only. Please include your e-mail address below. It will not be processed if an e-mail is not provided.*

**TO BE COMPLETED BY CLOSING AGENT**

Date \_\_\_\_\_

Agents Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Agents Address \_\_\_\_\_

Property Description: PCID No. \_\_\_\_\_

Subdivision \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

Property Address \_\_\_\_\_

Sellers Name \_\_\_\_\_ Buyers Name \_\_\_\_\_

Closing Date \_\_\_\_\_ Buyers Address \_\_\_\_\_

We are going **GREEN!**  
All completed assessments will be e-mailed only.  
E-Mail Address (Required):  
\_\_\_\_\_

PAYMENT OPTION:  Check  VISA/MC/DS/AMEX  
Card Holders Name \_\_\_\_\_  
Account # \_\_\_\_\_  
Exp. Date \_\_\_\_\_

**NOTE: IF THIS IS A VACANT LOT, PLEASE BE SURE TO SEND A COPY OF THE WARRANTY DEED UPON CLOSING.**

**Any questions on Water/Sewer/Standby, Code Enforcement, Wall Assessments, and/or Open Building Permits please call (561) 791-4000**

**TO BE COMPLETED BY WELLINGTON**

The following assessments are due:

Water /Sewer \_\_\_\_\_ as of \_\_\_\_\_

Wall Assessment \_\_\_\_\_ as of \_\_\_\_\_

Code Enforcement Board \_\_\_\_\_ as of \_\_\_\_\_  
(Violation of Village code)

Open Building Permits  NO  YES Permit #'s \_\_\_\_\_ Description \_\_\_\_\_  
(Building Code Violations)

**Current Total Due** \_\_\_\_\_

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_