

ASSISTANT TAX COLLECTOR  
M. J. Spagone  
mspagone@avon-ma.gov

# Town of Avon Massachusetts

Town Offices  
65 East Main Street  
Avon MA 02322  
(508) 588-0414 x1012  
FAX (508) 559-0209



## Municipal Lien Certificate – Notes and Guidance

Dear MLC Requestor:

Thank you for your recent request for a Municipal Lien Certificate for a property(ies) in the Town of Avon. Enclosed is your Municipal Lien Certificate(s). When using or referencing this document in the future whether to pay real estate taxes or water utility charges, please keep the following in mind:

1. MLCs are only a current snapshot of what is on file for a given property **AT THE TIME OF REQUEST**. They are NOT prorated for a period of time (i.e. good through 5/1, 6/30, etc). Current figures and data should be obtained from the Treasurer-Collector's Office prior to any payments being made.

2. The water balance(s) on the MLC are shown for informational purposes **AT THE TIME OF REQUEST**. If a closing or sale is taking place, a water final read from the Water Department MUST be requested within 48 hours before the closing/sale.

3. If a property is indicated as Tax Title, please contact the Treasurer-Collector for a payoff amount, otherwise the title or deed may not be released by the Norfolk County Registry of Deeds.

- Treasurer-Collector – (508) 588-0414, ext. 1011
- Assistant Tax Collector – (508) 588-0414, ext. 1012
- Water Department – (508) 588-0414, ext. 1024

Thank you for your kind attention on this matter.

Sincerely,

M. J. Spagone  
Assistant Tax Collector

Date Received: \_\_\_\_\_  
Received by: \_\_\_\_\_  
Mailed/Faxed On: \_\_\_\_\_

## TOWN OF AVON

### MUNICIPAL LIEN CERTIFICATE REQUEST FORM

Date of Request: \_\_\_\_\_

To: Town of Avon  
Treasurer/Collector's Office  
65 East Main Street  
Avon, MA 02322

Ph: 508-588-0414  
Fax: 508-559-0209

Requested by: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Phone: \_\_\_\_\_

Property Owners: \_\_\_\_\_

Property Location: \_\_\_\_\_

Assessor's Map: \_\_\_\_\_ Parcel: \_\_\_\_\_

Refinance: \_\_\_\_\_ Sale: \_\_\_\_\_

Property Sold To: \_\_\_\_\_

**NOTE:** Make check payable to: Town of Avon for \$50.00 per residential parcel and \$100 per Commercial Industrial Parcel. Please include a self-addressed, stamped envelope with request.

Enclosed is a check for \$ \_\_\_\_\_