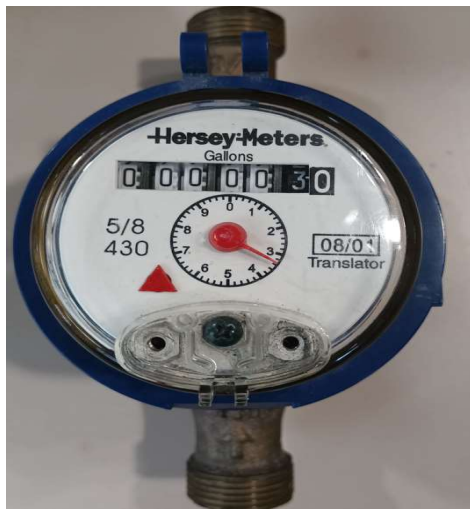


Instructions for Final Water Bill

Instructions: Kindly provide a picture, of the face, of the water meter located in the basement of your property. Please check the photo to ensure the numbers on the meter are visible and clear. Then, send an email with the details below. ***I advise to take a picture of the water meter before you vacate the property***

How to Locate Your Water Meter: Water meters are located in the basement, utility closet, or crawl space of the property. To help locate the water meter, face the wall in your basement, which faces the street. The water meter will be located at the lowest part of the basement. ***The picture below is an example of a water meter***



Email Will Need to Include The Following:

- 1) Send To: utilityclerk@oakland-nj.org
- 2) Subject: Your Property Address
- 3) Attach picture of the water meter inside your home (in your basement). Please make sure the numbers are visible.
- 4) In the body of the email please complete the following:
 - a. (Seller's / Renter's Name) Name:
(Seller's / Renter's Name) Contact #:
 - b. (Buyer's / New Renter's) Name:
(Buyer's / New Renter's) Contact #:
(Buyer's / New Renter's) Email:

Alexander Della Torre
Water/Sewer Accounts Clerk
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