



Village of Ballston Spa

Saratoga County Seat
66 Front Street

Ballston Spa, N.Y. 12020

From the Office of the Water Department

February 19, 2021

Good day,

Thank you for contacting the Water Department of the Village of Ballston Spa, NY. We provide a combination of water and sewer services to approximately 2500 customers. Our customers are located in the Village of Ballston Spa, Towns of Ballston, Milton, Malta & City of Saratoga Springs.

Since this is a real estate closing for utility services, it is important that we have all of the proper operation to accurately reflect the status of the account at transition.

The Water department personnel will be inspecting the service to ensure that it is in good condition and that the meter is operating correctly. To do this, we need to gain access to the meter inside the premises so good contact for the seller or the realtor for the seller is imperative.

Please complete the form that is on the back of this letter so we can move the process along.

If you have any questions, please call the office at 518-885-5711.

Sincerely,

Village of Ballston Spa Water Department

New meter read rates for closings:

At a meeting of the Village Board of Trustees on October 15, 2019, the rates for this service were modified. The rates are now dependent on the number of calendar days in advance that the seller or their representative, notify the water department of a closing. New rates are:

7 days or more	\$100.00
3-6 days	\$150.00
Less than 3 days	\$200.00

DATE of CLOSING			
Property Information:			
	Address:		
Seller Information:	Owner:	Name:	
	Realtor:	Name:	
		Company:	
		Phone:	
		email:	
	Lawyer:	Name:	
		Company:	
		Phone:	
		email:	

Buyer Information:	Buyer:	Name:	
	Realtor:	Name:	
		Company:	
		Phone:	
		email:	
	Lawyer:	Name:	
		Company:	
		Phone:	
		email:	

