



# PROPERTY INFORMATION REQUEST FORM

Please complete and return via fax (302)378-7099 or email [townhall@townsend.delaware.gov](mailto:townhall@townsend.delaware.gov)

**TAX PARCEL NUMBER:** \_\_\_\_\_

**PHYSICAL ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CURRENT PROPERTY OWNER:** \_\_\_\_\_

**LIEN HOLDER:**

- NAME: \_\_\_\_\_

- ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- LIEN AMOUNT: \_\_\_\_\_

**REASON FOR REQUEST (check box):**

- SETTLEMENT -- DATE OF SETTLEMENT \_\_\_\_\_
- REFINANCE
- TRANSFER -- DATE OF TRANSFER \_\_\_\_\_

**COMPANY NAME REQUESTING INFORMATION:** \_\_\_\_\_

**For Town of Townsend Office Use:**

**CURRENT BALANCES OWED:**

- PROPERTY TAXES:	
- UTILITY FEE <i>(Street Lights / Garbage)</i>	

- FINES / OTHER INVOICES (mowing): \_\_\_\_\_

**ANY ENCUMBERANCE TO PROPERTY:** \_\_\_\_\_

**TOWN OFFICIAL'S NAME / DATE:** \_\_\_\_\_