



*The City of North Adams Massachusetts*  
Office of the Treasurer and Collector

## REQUEST FOR MUNICIPAL LIEN CERTIFICATE

Date of Request: \_\_\_\_\_ \$25.00 per Map & Lot

Name of Requestor: \_\_\_\_\_

This request is in reference to: Sale \_\_\_\_\_ Refinance \_\_\_\_\_ Other \_\_\_\_\_

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

Assessed Owner: \_\_\_\_\_

Parcel ID - Map \_\_\_\_\_ Lot \_\_\_\_\_

Request to be: Mailed \_\_\_\_\_ Picked Up \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Please include a self-addressed stamped envelope, if you wish the request to be mailed.

Email Address: \_\_\_\_\_

If you wish to receive a copy, a hard copy will be issued via mail/pick up.

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PLEASE BE ADVISED: NO VERBAL TAX INFORMATION WILL BE GIVEN.

CHECK PAYMENTS SHOULD BE MADE TO THE CITY OF NORTH ADAMS.  
REQUESTS WON'T BE PROCESSED WITHOUT PAYMENT.

ALLOW THREE TO FIVE BUSINESS DAYS FOR PROCESSING.  
HOWEVER, PERIODS OF HEAVY VOLUME COULD DELAY PROCESSING UP TO  
TEN BUSINESS DAYS.

REQUESTS ARE PROCESSED IN THE ORDER THEY ARE RECEIVED.  
THE CITY OF NORTH ADAMS DOES NOT, UNDER ANY CIRCUMSTANCES, PLACE  
RUSH ORDERS ON MUNICIPAL LIEN CERTIFICATES.