



The City of Lowell, Treasurer/Collector's Office

375 Merrimack Street Rm 30 • Lowell, MA 01852

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www.lowellma.gov

REQUEST FOR MUNICIPAL LIEN CERTIFICATE

Date of Request: _____

Name of Requestor: _____

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

Property Location: _____

Assessed Owner: _____

Parcel ID (Account # listed on Property Card): _____

Request to be: Mailed: Picked Up: Phone: _____

Mailing Address: _____

PLEASE INCLUDE A SELF ADDRESSED STAMPED ENVELOPE IF YOU WISH THE REQUEST TO BE MAILED. MLC'S WILL NOT BE FAXED.

Fee Schedule

Residential:

Condo	\$25.00
Single Family	\$25.00
Two Family	\$25.00
Three Family	\$25.00
Vacant Land	\$25.00
Four or More Units	\$100.00
Rooming & Boarding Houses	\$100.00
Residences, Halls, & Dorms	\$100.00
Rectories, Convents, & Monasteries	\$100.00

All Commercial, Industrial, Com/Ind Vacant Land, & Mixed Use Properties \$150.00

Tax Exempt \$25.00

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

CHECK PAYMENTS SHOULD BE MADE OUT TO THE CITY OF LOWELL.

ALLOW THREE TO FIVE BUSINESS DAYS FOR PROCESSING. HOWEVER, PERIODS OF HEAVY VOLUME COULD DELAY PROCESSING UP TO, BUT NOT EXCEEDING, TEN BUSINESS DAYS.

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

MUNICIPAL LIEN CERTIFICATES ONLY SHOW TOTAL BALANCES. FOR A BREAKDOWN OF THE CURRENT FISCAL YEAR QUARTERS AVAILABLE AT TIME OF REQUEST, AN ADDITIONAL \$2.00 PER PROPERTY IS REQUIRED FOR A PAYMENT HISTORY THAT WILL SHOW THIS INFORMATION, OR YOU MAY GO TO WWW.LOWELLMAGOV TO VIEW THE INDIVIDUAL QUARTERLY BILLS THAT HAVE BEEN RELEASED.