



City of Marlborough

CITY HALL
140 MAIN STREET
MARLBOROUGH, MA 01752

OFFICE OF THE CITY COLLECTOR / ASSISTANT FINANCE DIRECTOR

PHONE (508) 460-3737 FAX (508) 624-6504 MSPAGONE@MARLBOROUGH-MA.GOV

Municipal Lien Certificate – Notes and Guidance

Dear MLC Requestor:

Thank you for your recent request for a Municipal Lien Certificate for a property(ies) in the City of Marlborough. Enclosed is your Municipal Lien Certificate(s). When using or referencing this document in the future whether to pay real estate taxes or water/sewer charges, please keep the following in mind:

1. MLCs are only a current snapshot of what is on file for a given property **AT THE TIME OF REQUEST**. They are NOT prorated for a period of time (i.e. good through 5/1, 6/30, etc). Current figures and data should be obtained from the City Collector's Office prior to any payments being made.
2. The water balance(s) on the MLC are shown for informational purposes **AT THE TIME OF REQUEST**. If a closing or sale is taking place, a water final read from the Water/Sewer Department MUST be requested.
3. If a property is in Tax Title status, please contact Brown Legal, PLLC at (617) 463-9133 for a payoff amount, otherwise the title or deed may not be released by the Middlesex County Registry of Deeds.

- City Collector's Office – (508) 460-3737
- Water/Sewer Department – (508) 624-6910

Thank you for your kind attention on this matter.

Sincerely,

M. J. Spagone
City Collector/Assistant Finance Director