



**IMPORTANT INFORMATION REGARDING UTILITY
(WATER/SEWER/STORMWATER) STATUS REQUESTS,
FEES, AND REAL ESTATE TRANSFER ASSESSMENTS (RETA)**

Please be informed that the following steps need to be taken to request the final utility bill balance (Water/Sewer/Stormwater): Status Request from the Town of Silverthorne:

1. Each status request must contain the follow information:
 - a. Physical address of the property with a legal description (please confirm that it is in Town limits.) Can be checked through the [Summit County GIS Parcel Query Tool](#).
 - b. Seller's name
 - c. Buyer's name
 - d. Closing date
 - e. Purchase price of the sale (must be provided in order calculate the RETA)
2. A \$75 Status Request fee will be applied to each request.
3. Please complete the [Water & Sewer Status Request](#) form available at www.silverthorne.org under **Town Government**→ **Utility Billing Information page**. Please allow at least 5 business days to receive the completed request. If your request is urgent, please notify us by emailing both Jackie Balyeat (jbalyeat@silverthorne.org) and Jurgita Siebel (jsiebel@silverthorne.org) after submitting your Water/Sewer Status Request form online.
4. The complete status request will be delivered via email from utility@silverthorne.org to the email address provided on the request with the following information:
 - a. The total amount due at closing that includes:
 - i. amount due for water/sewer and stormwater including delinquent amounts if applicable
 - ii. amount due for 1% RETA (only for properties subject to RETA)
 - iii. \$75 status request fee
 - b. Due date
 - c. TOS Water and Sewer Billing Information Request Form (must be filled out by the buyer)
 - d. Verification of Consideration Form (for properties with RETA only)
 - e. Utility billing information flyer
5. The following documents should be provided to the Town of Silverthorne after the closing:
 - a. Warranty Deed
 - b. TOS Water and Sewer Billing Information Request Form completed by the buyer

- c. Verification of Consideration Form (only for properties subject to RETA) completed by the seller and the buyer
 - d. Final water/sewer payment
 - e. \$75 Status Request fee
 - f. 1% RETA payment (only for properties subject to RETA)
 - g. Lot Fee (if applicable)
6. Town of Silverthorne developments subject to Real Estate Transfer Assessments:
- a. Angler Mountain Ranch
 - b. Angler Mountain Ranch Vistas
 - c. Apres Shores
 - d. Arrowleaf Townhomes
 - e. Azure Landing
 - f. Blue River Flats
 - g. Blue River Flats II Phase
 - h. Brian Ave Business Center
 - i. Fish Hawk Landing
 - j. Fourth Street Crossing
 - k. Fourth Street North
 - l. Rivers Edge (4th on 4th)
 - m. River West
 - n. Silver Trout Estates (Blue Shores)
 - o. Summit Blue
 - p. Summit Sky Ranch (South Maryland Creek Ranch & North Maryland Creek Ranch)
 - q. Tree Line Rowhomes
7. If a property has RETA applicable to it, please bring the deed and payment to Town Hall to obtain the stamp indicating RETA has been paid. Summit County needs this for the recording of the deed.

More information regarding utility billing is available on the Town of Silverthorne website. Please contact Jurgita Siebel at utility@silverthorne.org or 970-262-7310 with any questions.