

**Assessment Administration
City of Quincy, Ma**

REQUEST FOR ABUTTERS LIST AND MAILING LABELS

Purpose: (check one)

- Building Permit
- Conservation Commission
- Filing for Victualler's/Restaurant or Liquor License
- Other: _____
(Ordinances, laws, or regulations that require a citizen/organization to send a notice by mail to "parties of Interest")

Name of Organization: _____

Person Filing Request: _____

Title: _____

Address: _____

Telephone No. During Day: _____

(to notify for pickup)

Subject Property _____

Abutters list requires owners names and addresses of:

_____ Abutters within user-specified distance from property line: within _____ feet

Mailing Labels for abutters (as above): (Charge: \$2.00 per sheet of labels)

- 1 Set
- 2 Sets

Fees: Staff Preparation Time: \$25.00 deposit plus \$.25 per parcel listed

Mailing Labels: \$2.00 per label sheet

Total: Calculated upon completion

Checks are to be made payable to: City of Quincy

Please allow ten (10) days for completion of this request.

Signature _____

**Mailing address: Assessing Department, 1305 Hancock St, Quincy, Ma.
02169**

Phone Numbers: Main Office: 617-376-1183 Fax 617-376-1185