



City of Methuen, Massachusetts

Office of the Treasury

The Searles Building, 41 Pleasant Street, Room 112

Methuen, Massachusetts 01844

Telephone (978) 983-8520 Fax (978) 983-8982

www.cityofmethuen.net

Municipal Lien Certificate Request

Date: _____

Sale Refinance

Name/Office of Requestor: _____

Property Location: _____

Assessed Owner: _____

Parcel ID: _____

Return Form: Mail Pick-Up P / F : _____

Single/Two/Three Family & Condos	\$50.00
Vacant Land	\$50.00
Multi-Family (4 + Units)	\$100.00
Commercial/ Industrial	\$150.00

Municipal Lien Requests:

The City of Methuen does not provide verbal tax information nor accepts rush/expedited orders. Requests are processed in order of date received in office.

Please enclose a written request with a self-addressed stamped envelope and check/money order payable to City of Methuen, and mail to 41 Pleasant Street, Methuen, MA 01844.

Average turnaround time for a MLC is 3-4 business days once request is received in office. During busier times, it may delay the process, but will not surpass 10 business days, per Massachusetts General Law, Chapter 60, Section 23.