

Individual

## INSTRUCTIONS FOR BILL OF SALE

Name (party of the First Part): (1)

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Project Address or Location: (2)

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Utility Connection Permit  
Number: (3)

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KNOW ALL MEN BY THESE PRESENTS, that the party of the First Part for and in consideration of the covenants contained in the above Utility Connection Permit between party of the First Part and Broward County, Florida (party of the Second Part), address 2555 West Copans Road, Pompano Beach, Florida, 33069 by these presents do/does grant, bargain, sell, transfer, and deliver unto the said Party of the Second Part, its successors and assigns, the following goods and chattels generally described below and as more specifically shown on the project record drawings on file with the party of the Second Part:

(4)

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installed at the above project address or location,

TO HAVE AND TO HOLD the same unto the said Party of the Second Part, its successors and assigns forever.

And they do for themselves and their successors and assigns, covenant to and with said Party of the Second Part, its successors and assigns, that said Party of the First Part is lawful owner of said goods and chattels; that they are free from all encumbrances; that he has good right to sell the same as aforesaid, and that he will warrant and defend the sale of said property, goods, and chattels hereby made, unto the said Party of the Second Part, its successors and assigns, against the lawful claims and demands of all persons whomsoever.

(signed on the following page)

IN WITNESS WHEREOF party of the First Part has caused its name to be hereunto signed.

Signature: (5) \_\_\_\_\_

Type Name: (6) \_\_\_\_\_

Address: (7) \_\_\_\_\_

Signature: (8) \_\_\_\_\_

Type Name: (9) \_\_\_\_\_

Address: (10) \_\_\_\_\_

WITNESSES

Witness One Signature: (11) \_\_\_\_\_

Witness Two Signature: (11) \_\_\_\_\_

Witness One Typed Name: (12) \_\_\_\_\_

Witness Two Typed Name: (12) \_\_\_\_\_

ACKNOWLEDGEMENT

State of: (13) \_\_\_\_\_

Date: (15) \_\_\_\_\_

County of: (14) \_\_\_\_\_

The foregoing instrument was acknowledged before me this date by (16) \_\_\_\_\_

who (17) \_\_\_\_\_ Type of Identification Produced: (18) \_\_\_\_\_

Notary Signature: (19) \_\_\_\_\_

(NOTARY SEAL)  
(not required if digitally signed by Notary)  
(21)

Type Name: (20) \_\_\_\_\_

## Instructions

- (1) Type in the name or names of the property owner(s) as shown on the property deed.
- (2) Type in the project location or address.
- (3) Type in the Utility Connection Permit Number (looks like BCUCP-00-000).
- (4) Type in a description of the significant components of the water and wastewater FACILITIES, for example:  
800 feet of water main, 1 hydrant, 2 valves, 432 feet of gravity sewer, 2 manholes  
Condense the list as necessary to fit in the space provided. FACILITIES mean all potable water and/or wastewater and/or reclaimed water utility related facilities constructed and/or altered in rights-of-way or easements, and any other portions to be turned over for WWS ownership and maintenance. Do not include portions that are not to be owned or maintained by WWS.
- (5) Signature of property owner. See below.
- (6) Type in the name of the property owner as shown on the deed.
- (7) Type in the address of the property owner.
- (8) Signature of second property owner as shown on the deed; required only if property ownership is in two names. See below.
- (9) Type in the name of the second property owner; required only if signed by a second property owner.
- (10) Type in the address of the second property owner; required only if signed by a second property owner.
- (11) Signature of witnesses. See below.
- (12) Type in the name of the witness.
- (13) Select (or type in) the State in which the document was notarized.
- (14) Type in the County (or local equivalent) in which the document was notarized.
- (15) Select (or type in) the date the document was notarized.
- (16) Type in the name or names of the property owner(s). (Same as #6 and #8)
- (17) Select (or type in) how the property owner(s) are known to the notary.
- (18) Type in the type of identification produced; required only if 'Produced Identification' was selected for #17.
- (19) Signature of notary. See below.
- (20) Type in name of notary.
- (21) Affix notary seal; not required if document is digitally notarized.

Two methods of signature are acceptable:

- (a) The document can be printed, then the paper document signed using pen and ink;
- (b) The document can be digitally signed, which requires each signatory to have a digital certificate.

While either method is acceptable, mixing the two methods in the same document is not acceptable.