



TOWN OF GRAFTON

Grafton Memorial Municipal Center
30 Providence Road
Grafton, Massachusetts 01519

Certificate of Good Standing Policy

Purpose:

In order to provide fair services and to stimulate tax collections while not allowing any individual or company to do business in Grafton while not paying their fair share of taxes, the Town of Grafton will institute a policy of Good Standing.

Applicability:


This policy applies to all individuals, companies, or businesses making an official request of any Board or Department within the Town of Grafton.

Policy:

1. A completed Certificate of Good Standing will be a required part of any filing BEFORE it can be accepted for processing.
2. The Certificate must be submitted to the Treasurer/Collector's Office by the applicant and will be completed and returned within three days.
3. If the applicant is in Good Standing the Board, Commission, or Department may process the applicant's request. If the applicant is deemed to be delinquent, they must pay the entire arrearage in order to resubmit the request, or, make arrangements with the Treasurer/Collector for payment.
4. No Board or Department can process any request without a Certificate of Good Standing.
5. The Certificate is valid for thirty (30) days from the date of issue.
6. All vendors that provide goods and/or services to Town Departments must have a Certificate of Good Standing on file with the Treasurer/Collector's Office. Certificates shall be updated on a semi-annual basis. All vendors that departments currently transact business with will be required to have Certificates of Good Standing prior to orders for goods and/or services.

Date: 11/3/23

Approved By: Select Board


Colleen Roy, Chair


Andrew Jefferson, Clerk


Raymond Mead, Member


Mathew Often, Vice Chair


Ann Marie Foley, Member



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Certificate of Good Standing Application

Please complete this form and return it to the TREASURE/COLLECTOR's Office.

Applicants seeking permits with the Town of Grafton must submit this completed form at the time of application. When all obligations are paid to date, you must attach this "Certificate of Good Standing," with your application. Delinquent bills must be paid in full before the appropriate department accepts your application. Please make arrangements to pay these outstanding bills at the Collector's Office.

Please note: it can take up to three (3) business days to process each request.

Please check all that apply and indicate if permit(s) have been issued.

	Permit Issued?			Permit Issued?	
	Yes	No		Yes	No
Building Inspections	<input type="checkbox"/>	<input type="checkbox"/>	Septic System	<input type="checkbox"/>	<input type="checkbox"/>
Building Electric	<input type="checkbox"/>	<input type="checkbox"/>	Conservation	<input type="checkbox"/>	<input type="checkbox"/>
Building Plumbing	<input type="checkbox"/>	<input type="checkbox"/>	Planning	<input type="checkbox"/>	<input type="checkbox"/>
Board of Health	<input type="checkbox"/>	<input type="checkbox"/>	Other	<input type="checkbox"/>	<input type="checkbox"/>

Other Permit (Please Specify): _____

Petitioner Name	Property Owner/Applicant
Petitioner Address	Property Address
City, State, Zip	Grafton, MA City, State, Zip
Phone	

Date:	Current:	Delinquent	N/A
Real Estate			
Personal Property			
Motor Vehicle Excise			
Disposal			
General Billing			

Treasurer/Collector Signature

Date

Revised: January 3, 2023