



TOWN OF NORTH READING
Massachusetts

Department of Public Works

MAILBOX REIMBURSEMENT REQUEST FORM

The Department of Public Works will reimburse residents up to \$50.00 for a replacement mailbox damaged due to Town snow plowing operations.

Residents must purchase the items needed to replace their mailbox (mailbox, post, etc.) and send the original receipt to:

North Reading Department of Public Works
235 North Street
North Reading, MA 01864

All requests for reimbursement need to be submitted to the Department of Public Works prior to June 30, 2017.

Name of Resident _____

Address of Resident: _____

Phone Number: _____

Date of Damage: _____