Selling a house in Lynn, MA

Certificate and inspection checklist. Office, fee, phone and lead time for each item.

Town: Lynn **Closing date:** _____ **Attorney:** _____

ITEM AND WHEN	OFFICE AND PHONE	FEE	HOW TO ORDER	TYPICAL TIME
☐ **Municipal lien certificate** Order when the P&S is signed	Treasurer/Collector, 3 City Hall Square	$75 per residential parcel or condo; $125 commercial	City online portal; 781-598-4000	10 days, excluding Saturdays, Sundays and holidays (c.60 s.23)
☐ **Smoke and CO certificate** Book first. Valid 60 days	Fire Prevention, 725 Western Ave	$50 single-family, $100 two-family, $150 for 3 to 6 units, $500 for 7+ (Sale of Property Requirements)	Online portal; (781) 596-0213; fireprevention@lynnfire.org	Wed and Thu only; 3 weeks in advance
☐ **Final water and sewer reading** Request once closing date is firm	Lynn Water & Sewer Commission, 400 Parkland Ave	$40 per meter (3 or fewer units, condo or vacant land); $100 per meter (4+ units, commercial); a separate lawn meter...	Lien application and a meter-reader visit; (781) 596-2400	Not published
☐ **Title 5 septic inspection** Before listing, if not on sewer	Public Health Division, 3 City Hall Square, Room 110	Septic homes only	781-586-6836	Not published
☐ **Lead paint notice (built before 1978)** Give buyer before the P&S	You, to the buyer	None	State notification form	Buyer then has a 10-day right to inspect for lead

State rules every seller should know

Lien certificate: the collector must issue it within 10 days of your written application, excluding Saturdays, Sundays and holidays (MGL c.60 s.23).

Smoke/CO certificate: expires 60 days after issue, so do not book it more than 60 days before closing (state form FP-007C, MGL c.148 s.26F).

Title 5: inspect at or within 2 years before transfer (3 years with yearly pumping records); bad weather allows up to 6 months after, with written notice to the buyer (310 CMR 15.301).

Lead: the buyer gets a 10-day period, unless both agree otherwise in writing, to inspect for lead paint before being bound (40 CFR 745.110).

Dates and notes

Checked 2026-11-06. Fees and times are the town's published figures; sources are on homeoptionsma.com/selling-certificates/lynn/. Not legal advice: ask your closing attorney how this fits your sale.