Selling a house in Wakefield, MA

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

Town: Wakefield **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	Tax Collector	$25 for 1 to 3 family and condominiums; $100 for 4 to 8 family; $150 commercial	Tax Collector FAQ; office 781-246-6386	10 days, excluding Saturdays, Sundays and holidays (c.60 s.23)
☐ **Smoke and CO certificate** Book first. Valid 60 days	Fire Department	$50 single, $100 two-family, $150 for 3+ units (fee table dated 2006)	Call 781-246-6435 ext. 3; requirements, fees	Wednesdays, 8 am to 4 pm (call to confirm; the page gives no year for the schedule)
☐ **Final water and sewer reading** Request once closing date is firm	Public Works, Water Division	Not published	Call 781-246-6305; FAQ	Tue and Thu; schedule 1 week ahead
☐ **Title 5 septic inspection** Before listing, if not on sewer	Board of Health	Septic homes only	Board of Health; Town Hall 781-246-6300	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/wakefield/. Not legal advice: ask your closing attorney how this fits your sale.