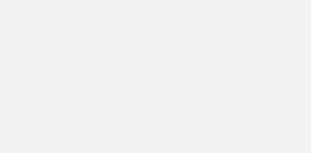




WATER / WASTEWATER ADJUSTMENT REQUEST FORM



Request Date:	Account Number:
Name on Account:	Email Address:
Service Address:	Phone Number:
Nature of Adjustment Request:	Date leak was noticed:
	Date repaired:

REASON FOR REQUEST FOR ADJUSTMENT:

Have you attached repair receipts? (This is required for any adjustment consideration)

- Yes
 No
 Do Not Have

TYPES OF ADJUSTMENTS: **X** APPLICABLE AREA

Frozen or burst pipes due to heating appliance failure	
Frozen or burst pipes due to residence not occupied	
Faulty or ruptured hot water heater	
Leak caused by vandalism	
Other major leak – out of customer control	
Major leak where considerable work and time needed for repair	
Other: (explain)	
Explain other details of pertaining to your Request:	

Administration only:

 Biman Paudel
 Water & Sewer Supervisor
 467-2296

 Jeff Hawley
 Operations Manager
 467-2291

 Heather Kasprick
 City Clerk
 467-2295

Notice to Customer:

Date: _____

By: _____

Copy to account: