



Account Adjustment Request Form

This form is not a guarantee that a credit will be applied to your utility account. You will be notified when a determination is made. The leak adjustment will only be considered after all leaks have been repaired and receipts are received. Disputing a bill or contacting the city regarding a bill shall not relieve the customer of the obligation to make timely payment as specified in section 17-2-3 of the City's Municipal Code.

Customer Name:	Account #:
Service Address:	Daytime Contact Phone #:
Reason for Adjustment: Please circle one:	Leak Fee Adjustment Other
Today's Date:	Date of Billed Invoice:

Please describe below the justification for your adjustment request (use extra sheets if needed):

UNDER PENALTIES OF PERJURY, I DELCARE TO THE BEST OF MY KNOWLEDGE AND BELIEF THE INFORMATION STATED ABOVE IS TRUE, CORRECT AND COMPLETE

SIGNATURE AND DATE:

Received by and Date: