

REQUEST FOR LEAK ADJUSTMENT

Date: _____ Name: _____

Phone: _____ Property Address: _____

Approximate date leak occurred: _____ Date of Repair: _____

Description of where leak occurred: _____

Repairs made by: Plumber – Owner – Other _____ What repairs were made: _____

I have read the summary of the regulations pertaining to leak adjustments policy on the reverse side of this form.

Signed: _____

APPLICANT SHALL NOT WRITE BELOW THIS LINE

Inspector's Report

Date: _____ Water meter inspected – Leak indicator (was / was not) turning.

Meter reading: Previous _____ Current _____

Notes: _____

Credit Data

Reference No. _____ - _____ Account No. _____

Average monthly charge for WATER based on previous usage \$ _____

Average monthly charge for SEWER based on previous usage \$ _____

Months Considered

Water Charges

Sewer Charges

_____ \$ _____ \$ _____

_____ \$ _____ \$ _____

Total Charges \$ _____ \$ _____

Less Average \$ _____ \$ _____

Credit
Water _____ % Sewer _____ % \$ _____ \$ _____

Utility Tax Credit \$ _____

Total Credit \$ _____

Approved _____ Not Approved _____ Authorized By: _____

Customer Services Supervisor

LEAK ADJUSTMENT POLICY

- Faulty pipes or fixtures must be immediately repaired or replaced with pipe recognized and prescribed by the plumbing code; which has been adopted by the City of Aberdeen.

- No adjustment shall be granted for excessive water or sewer charges due to leaky faucets.

- High water / sewer charges due to faulty toilets will not be adjusted, unless the complete flushing mechanism within the toilet tank has been entirely replaced with a new complete flushing mechanism kit.

- Water / Sewer adjustments are computed at 50% of the charges; which exceed the previous three months average. When the excess volume does not enter the sanitary system, 100% of the sewer charges may be granted for the charges in excess of the previous three months average.

- The water / sewer adjustment is basically for a one month period, but in instances where the excess charges involve two billing periods, a maximum of two months adjustment may be granted.

- For adjustments involving more than one billing period, the total adjustment(s) will be applied to the utility account in a single transaction and will not be applied to each month individually effected by said leak.