

WATER LEAK ADJUSTMENT FORM

Cycle _____ Book # _____

NUMBER OF PEOPLE IN HOME: _____

NAME: _____

ADDRESS: _____

ACCOUNT NUMBER: _____

CUSTOMER NUMBER: _____

TELEPHONE NUMBER: _____

DATE LEAK WAS REPAIRED: _____

YOU MUST CONTINUE TO PAY YOUR AVERAGE MONTHLY CHARGES TO AVOID BEING DISCONNECTED, FAILURE TO MAKE SUCH PAYMENT WHILE YOUR LEAK ADJUSTMENT IS PENDING WILL RESULT IN DISCONNECTION OF SERVICES*

PLEASE ATTACH DOCUMENTS OF REPAIRS MADE OR WRITE A BRIEF DESCRIPTION OF REPAIRS MADE:

****THE MAXIMUM LIMIT TO THE NUMBER OF ADJUSTMENTS FOR LEAK REPAIRS IS TWO PER CALENDAR YEAR. NO MORE THAN 3 MONTHS ON ANY ONE LEAK INCIDENT WILL BE ADJUSTED. ****

SOME ACCOUNTS MAY TAKE LONGER THAN OTHERS BEFORE REVIEWED. ONCE ADJUSTMENT IS COMPLETED OR DENIED, REP. WILL ATTEMPT TO CONTACT CUSTOMER. CUSTOMER WILL BE RESPONSIBLE FOR ALL PAST DUE BALANCES TO BE PAID WITHIN THREE BUSINESS DAYS OF ADJUSTMENT OR DENIAL.

SIGNATURE: _____ DATE: _____

*****FOR OFFICE USE ONLY*****

RECEIVED BY: _____