



Pool adjustment Process

- Once the pool is filled, an adjustment form can be filled out.
- The pool adjustment form is turned into the water department indicating the date the pool was filled.

Terms and Conditions

- An adjustment may be made to charges for sewer collection and sewer treatment based on the average usage for the bill in which the pool was filled. **Only (1) bill.**
- There are no adjustments for pools filled with a yard meter.
- The average usage is based on the previous **(6) months** of normal usage.
- Only **one** adjustment per calendar year will be permitted.
- Once the pool adjustment is filed, an average for that bill must be paid. All **current bills** must be paid in full until the pool adjustment is decisioned.
- Once decisioned, you have **(3)** days to pay the account in full.
- Adjustments may take 1-3 months for processing.

Agreement

By signing below, I have read and understand the process/terms and conditions.

Signature:	Date:
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Return completed form to:

City of Gulfport Utility Billing
 1422 23rd Avenue
 Gulfport, MS 39501
 Phone: 228-868-5720 | Fax: 228-868-5722
 Email: utilitybilling@gulfport-ms.gov

<u>Office Use Only</u>
Received By:
Completed By:
Date Completed:



Swimming Pool Adjustment Request Form

***Pool adjustments may not be submitted until the pool is filled.**

Account Information

Cycle #:	Book #:
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Customer Name:	Service Address:
Water Dept. Account Number:	Water Dept. Customer Number:
Phone Number:	Email:
Date of Request:	Pool fill date:

Please check the appropriate box below, I am the:

Property Owner Tenant Property Manager Other (Please Specify)

Terms and Conditions

I have read and I understand the process/terms and conditions that was provided to me. initial

Agreement

I understand that there is only **(1)** adjustment per calendar year that will be permitted for a pool adjustment.

Signature:	Date:
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