

Date Received \_\_\_\_\_ Received by \_\_\_\_\_

Service Order # \_\_\_\_\_



**Request for Water Rate Adjustment/ Sewer Average Adjustment**

Customer Name: \_\_\_\_\_

Date: \_\_\_\_\_

Service Address: \_\_\_\_\_

Account Number: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

Month (Bill date) for which adjustment is requested: \_\_\_\_\_

Has any other adjustment for high consumption been made to your account in the past 12 months? \_\_\_\_yes \_\_\_\_no

Please explain the reason for adjustment:

\_\_\_\_\_

**Attach documents which show that repairs have been made to the problem which caused the excessive water consumption.**

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Supplement A

Customer Statement as to Cause and Corrective Action

Please explain in detail the occurrence which caused extraordinary water consumption:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please explain the actions taken to correct the problem which occurred:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please explain what actions have been taken to prevent this from occurring in the future:

\_\_\_\_\_

\_\_\_\_\_

I certify that: (a) the information contained above is correct to the best of my knowledge; (b) the excessive water consumption occurred through no fault of my own; and, (c) that I exercised due diligence and care in immediately correcting the problem which caused the excessive water consumption.

I hereby certify that the information provided above is true and correct to the best of my knowledge.

Customer signature

Date