



## WATER / WASTEWATER ADJUSTMENT REQUEST FORM

Request Date:	Account Number:
Name on Account:	Email Address:
Service Address:	Phone Number:
Nature of Adjustment Request:	Date leak was noticed:
	Date repaired:
<b>REASON FOR REQUEST FOR ADJUSTMENT:</b>	
Have you attached repair receipts? (This is required for any adjustment consideration) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Do Not Have	
<b>TYPES OF ADJUSTMENTS:</b>	
Frozen or burst pipes due to heating appliance failure	<b>X</b> APPLICABLE AREA
Frozen or burst pipes due to residence not occupied	
Faulty or ruptured hot water heater	
Leak caused by vandalism	
Other major leak – out of customer control	
Major leak where considerable work and time needed for repair	
Other: (explain)	
Explain other details of pertaining to your Request:	
<b>Administration only:</b>	
_____ Biman Paudel Water & Wastewater Division Lead 467-2296	_____ Heather Pihulak City Clerk 467-2295
_____ Jeff Hawley Manager of Operations & Infrastructure 467-2291	<b>Notice to Customer:</b> Date: _____ By: _____ Copy to account: _____