



Date stamp, initial

REQUEST FOR UTILITY LEAK ADJUSTMENT

Property Address: _____

Name: _____ Email address: _____

Date leak was discovered: _____ Have all leaks been fixed? **Y N**

Date leak was fixed: _____ Meter Read (after leak fixed): _____

Have you had an adjustment before? **Y N** Date of previous adjustment: _____

Brief description of leak and repair details (eg. location, what was repaired....)

Recommended repair documentation: Repair invoices, parts receipts and/or pictures.

Signed (property owner or representative) Only signed and complete forms will be considered.

Please allow 20 working days for your request to be reviewed.

You will be contacted by email once a decision has been made.

	Office Use Only	
Account#		
Processed by:	Approved by:	
Repair verified by:	Amount approved: \$	

Additional information: