

**ADJUSTMENT OF WATER BILLS**

\_\_\_\_\_  
Date

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

I, \_\_\_\_\_, owner / renter of residence at  
(Name)  
\_\_\_\_\_ hereby ask for an adjustment of  
(Address)  
my \_\_\_\_\_ water bill because of a leak.  
(Month)

The water leak at the above address was repaired on \_\_\_\_\_.

\_\_\_\_\_  
Daytime Phone

\_\_\_\_\_  
Owner/Renter Signature

-----*Office Use Only*-----

Total last year's usage, if applicable \_\_\_\_\_  
Present usage \_\_\_\_\_  
Average past usage / City average \_\_\_\_\_  
Consumption difference / City rate \_\_\_\_\_  
Amount of adjusted bill \_\_\_\_\_  
Sewer adjustment, if applicable \_\_\_\_\_  
Amount of plumber bill / receipt \_\_\_\_\_

\_\_\_\_\_  
Plumber

\_\_\_\_\_  
License #

\_\_\_\_\_  
Repair Order No.

I have inspected the consumer leak at the above address and have determined there was a leak on the consumer's side of the service.

\_\_\_\_\_  
Water Department

**REQUEST FOR METER CALIBRATION**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Name

\_\_\_\_\_  
Account #

I hereby request the City of Haysville remove my meter and test it for accuracy. I understand that if my meter tests out accurate within two percent (2%), I will be billed a \$20.00 service fee per City Code.

\_\_\_\_\_  
Customer

\_\_\_\_\_  
Date

Meter # \_\_\_\_\_ at above address was pulled and calibrated on \_\_\_\_\_ at  
\_\_\_\_\_ by \_\_\_\_\_.

Results of Calibration: \_\_\_\_\_

- The meter was found inaccurate and a new meter was installed. The new meter number is: \_\_\_\_\_.
- The meter was found accurate within 2%. Please bill the customer \$20.00.

*If meter is accurate:*  
Date customer billed \_\_\_\_\_  
Date customer paid \_\_\_\_\_  
Receipt No. \_\_\_\_\_