

K-GB-LB WATER DISTRICT

P.O. Box 96

Gleneden Beach, OR 97388

Email: customerservice@kgblbwater.com

Phone: 541-764-2475 Fax: 541-764-2459

Leak Adjustment Request Form

Resolution No. 24-04: Where residential water bills are excessive due to a major leak in the water service between the meter and the building, the amount of overuse must be 100,000 gallons above the average usage based on the same billing month over a period of the previous 3 years. Proof that the leak was repaired within 30 days of discovery or notification must accompany the request for adjustment. Please refer to Resolution No. 24-04 for full policy details.

If yes, please complete this form and submit along with proof of repair (copy of invoice)

Date: _____ Account Number: _____

Name on the Account: _____

Mailing Address: _____

Service Address: _____

Daytime phone: _____ Evening phone: _____

Date the leak was detected: _____

Date leak was repaired: _____

Location of water leak: _____

Description of Repairs: _____

Once all requested information is received the Water District can start the process to see if you qualify for a leak credit

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All information submitted: Yes ___ No ___ Leak Repaired? Yes ___ No ___

If no, information needed: _____

Meter Number: _____ Meter Reading: _____

Date of Reading: _____ Reading By: _____

Amount of Adjustment: \$ _____ Posted to Account by _____ Date: _____