

City of Scappoose

33568 East Columbia Avenue

Scappoose, Oregon 97056

Phone 503-543-7146, ext 221 Fax 503-543-7182

Leak Adjustment Request Form

Does your leak qualify for an adjustment??

Resolution no. 593 ~ Where residential water bills are excessive due to a leak in the water service between the meter and the building the following policy shall apply: The water bill shall be adjusted to the average bill over the past 12 months plus 1/2 of the amount above the average, providing that no adjustment will be made for water lost more than seven (7) days beyond notification of a possible leak. Proof of a leak and repair must accompany the request for adjustment.

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 City 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: _____