

## City of Falls City Request for Leak Adjustment

SERVICE ADDRESS: \_\_

TODAY'S DATE: \_\_\_\_\_

House Number and Street Name at Leak Site

## Falls City's Municipal Code Section 51: Water- requires all leak adjustments requests be presented to the Council.

Please fill out the entire form and attach necessary documentation of repairs.

\*\*Customer *must* provide proof of repair within 30 days of notification of a leak by City staff or discovery of a leak. Proof of repair can include receipts for parts, photos of the repair or if items were on hand, please state the items and person performing labor and sign. (You may do so on the back of this form) OR any combination of these deemed satisfactory by the City Clerk.

Leak Discovery or Notification Date:\_\_\_\_\_

Leak Repair Date:\_\_\_\_\_

Leak Adjustment Month Requested: \_\_\_\_\_\_

Leak Location and Nature: (e.g. Broken faucet at SW corner of garage)

Print Name

Signature

\*\* Falls City Municipal Code is available online at www.fallscityoregon.gov or copies of applicable sections from City Hall upon request.

Leak Adjustment Requests must be approved by Council.

A leak adjustment request does not constitute a waiver or extension of payment of the bill. Adjustments will be applied to the account and no cash or check refunds will be given.

*FOR OFFICE USE ONLY –* 

 Application Received:
 \_\_\_\_\_\_
 City Representative:
 \_\_\_\_\_\_

 Proof of Repair attached:
 \_\_\_\_\_\_
 City Representative:
 \_\_\_\_\_\_