

POLK CITY LEAK ADJUSTMENT REQUEST FORM

PLEASE NOTE: Completion of this request does not guarantee an adjustment will be made to your bill. The account must remain current to avoid penalties. The utility billing staff will contact you once the review is complete. If the leak has occurred over a period, the credit is limited to **two** months. Leaks caused by an irrigation system timer are not eligible for an adjustment. Polk City cannot adjust your bill for any circumstance other than a proven leak.

Customer Information

Date: _____ Account Number: _____

Name on the account: _____

Mailing Address: _____

Service Address: _____

Phone Number: _____ Email Address: _____

Leak Repair Information

Date leak was discovered: _____ Repair date: _____

Location of the leak: _____

Description of repairs:

*****Don't forget to attach proof of repair*****

Examples include copies of the plumber's bill(s), receipts for parts, or pictures, and any additional information as to why receipts were not obtained for the repair of the leak.

**City of Polk City
123 Broadway Blvd SE
Polk City, Florida 33868**