



LEAK ADJUSTMENT REQUEST

Office: 206-824-0375
 Fax: 206-824-0806
 E-mail: cs@highlinewater.org

NAME:			ACCOUNT #
ADDRESS:			
SERVICE ADDRESS:			
CONTACT NUMBERS:	Home Phone	Work Phone	Note: <u>A maximum of two adjustments per owner/per property within a six (6) year period are allowed.</u> Leak adjustments are offered only for leaks that occur between the meter and the house. If an adjustment is authorized for a <u>repair</u> to the line(s) then a second leak develops, no adjustment will be authorized until the entire service/irrigation line is completely replaced. Documentation is required for a second adjustment to prove the replacement is complete, and an HWD employee may conduct field verification. Effective date of this policy is 3/1/24 per Resolution 24-1-23A.
WAS LINE REPAIRED? Yes <input type="checkbox"/> No <input type="checkbox"/> Date: _____ Repaired by: _____			
WAS LINE REPLACED? Yes <input type="checkbox"/> No <input type="checkbox"/> Date: _____ Replaced by: _____			
<p><u>Adjustment calculations:</u> 50% of the difference between the actual CF of water billed and the "averaged" CF of water consumed during the same billing period of the previous three years – not including the base rate. <u>Adjustment period:</u> Maximum two billing cycles.</p> <p>RETURN YOUR REQUEST via one of the following options (any supporting documentation for the repairs is appreciated):</p> <p>Mail: Highline Water District, 23828 30th Ave S, Kent, WA 98032 or E-mail: cs@highlinewater.org or Fax: 206-824-0806</p>			
			Customer Signature

For Office Use Only		CONSUMPTION
TOTAL CONSUMPTION BILLED DURING PERIOD OF LEAK From: _____ To: _____		
AVERAGE USE FROM PAST BILLINGS OF SAME TIME PERIOD		
TOTAL CONSUMPTION ADJUSTMENT		\$ _____
Prepared by:	Approved by:	
Signature	Signature	