



City of Woodland

FINANCE DEPARTMENT 300 FIRST STREET
BILLING & COLLECTIONS

WOODLAND, CALIFORNIA 95695
Fax:

(530) 661-5831
(530) 661-5848

LEAK ADJUSTMENT APPLICATION

ACCOUNT # _____

Address: _____
Service Address City, State, Zip Code

The City, in order to encourage prompt repairs of leaking pipes and fixtures, will make allowances and adjustments at staff discretion upon evidence of repairs.

- Repair receipts or invoices are required.
- If no parts were purchased, or no outside party was paid to make the necessary repairs, submit a detailed explanation making it clear why no spending was necessary to resolve the problem causing the high continuous usage. In order to receive the maximum refund allowable, please provide photographs documenting the plumbing problem that caused the high bill. Staff will determine if a leak adjustment can be issued in these circumstances.
- Upon approval, adjustments will be made to the consumption portion only, the adjustment will be credited to the Utility Account and will not exceed a 3 month time period. Please note: If the leak has been fixed and paperwork has not been submitted within 3 months of the fix, no adjustment will be given.
- Adjustments will not be made if **ALL** required paperwork is not submitted.
- Customer must continue to make payments toward the water bill while the adjustment is in process to prevent disruption of utility service.

Describe leak, damage and repairs made to the property below;

Signature

Date

Print Name

Phone #

Email Address

Abnormal usage due to leak: Start date _____ End date: _____
(These dates will be filled out by City of Woodland staff)

Continuous consumption is considered to be usage with no zero reads. The consumer has sole control of the amount of water drawn through the water meter and is responsible for the maintenance and repairs of the pipes / fixtures beyond the water meter.