



Attn: Utility Billing, 2890 Mosquito Rd. Placerville, CA 95667

Email: billing@eid.org Phone #: 530-642-4000 Fax Number (530) 622-8569

ADJUSTMENT REQUEST FORM

EID's Administrative Regulation 9051.3 allows for an adjustment to an account if excessive delivery is the result of water leakage that occurs from underground or unexposed pipes beyond the discharge flange of the water meter. Credits will not be given when there is visible leakage, such as leaks from faucets, toilets, sprinklers and hose bibs or for wasteful use or the customer's acts, omission or negligence.

Name: _____ Account Number: _____

Service Address: _____

Phone Number: _____ Email Address: _____

Preferred Method of Contact: Phone Email

Adjustment requested by: Owner Tenant

What is your service type? Residential Commercial

Description of leak or issue: Where was your leak? Was your leak/issue above or underground? Explain: _____

Date leak/issue detected: _____ Date leak repaired/issue corrected: _____

Who repaired the leak? *Plumber/contractor/handyman Owner/Self Other _____

*Please enclose copies of any and all receipts associated with leak repair

Billing period for requested adjustment: _____

What type of adjustment are you requesting? Please check applicable box(es):

Water Recycled Water

Adjustment Frequency Water and Recycled Water: Adjustments are for a single billing period and no more than one adjustment will be made to the same customer for the same premises in any five- year period.

Sewer Commodity

Adjustment Frequency Residential Sewer: No more than one adjustment will be made to the same customer for the same premises in any three-year period.

Adjustment Frequency Commercial Sewer: No more than one adjustment will be made to the same customer for the same premises in any one-year period.

Verification: The District must receive the request for credit in writing within 60 days from the bill date of the bill that reflects the leakage. An adjustment will only be made after leaks have been repaired and it is reasonable to predict that the leak or loss will not occur again. The customer must submit repair receipts for verification that the leak has been repaired.

SUBMITTAL: Complete this form and return along with any repair receipts. Please allow 1-3 weeks processing time from the date submitted. If the bill that reflects the leak has not yet generated, please allow 1-3 weeks processing time from the date the bill is generated.

Signature

Date