



CITY OF IRONTON PUBLIC WORKS DEPARTMENT WATER LEAK ADJUSTMENT FORM

Today's date: _____ Phone # _____

Name of Property owner (please print): _____

Service Address: _____, Ironton Ohio 45638

Living at this address how long: _____ years. How many people reside: _____

Date leak detected: _____ + Date leak was repaired: _____

Leak location: Inside Outside Above ground Below ground

Description of leak: _____

Leak repaired by: _____

How leak was repaired: _____

I hereby notify the City of Ironton's Water Department that I have sustained a water leak at the above address and that it has been repaired. I am providing **a copy of the repair bill and/or material receipt**. I am requesting an adjustment to my utility bill per City Policy. I understand that signing this form does not guarantee a billing adjustment will be made. The adjustment will be based on the following formula: $A = \text{Consumption during leak}$, $B = \text{Average consumption}$, $D = \text{Adjustment}$ $.5 (A - B) + B = D$

Signature of Customer _____

FOR CITY USE ONLY

Previous adjustment date: _____, Copy of repair receipt provided: ☐ yes ☐ no

Does bill exceed 3000 gallon: ☐ yes ☐ no

Does bill exceed 200% of previous 12 month average: ☐ yes ☐ no

Previous average monthly usage _____ for 12 months.

Authorization to adjust utility bill ☐ yes ☐ no to _____ gallons.

Reason: _____

Signed _____ / _____ Superintendent of Water and/or Mayor

$D = [.5 (A - B) + B] = [.5 (\text{ } - \text{ }) + \text{ }] = \text{Adjustment to } \text{ } \text{Thousand Gallons}$

If you have any questions about your billing or service please contact Cheryl Howell or Debbie Fields at the Water Works Office by phone at (740) 532-3353.

