



NOTARIZED STATEMENT FOR LEAK REPAIR

Two forms of identification are required; at least one must be a photo I.D.

This form is required when a customer, or someone other than a plumber, makes a leak repair and the customer wishes to apply for an adjustment to their bill.

1. No adjustment to your account will be made until the billing cycle following the repair date is completed and your water consumption has returned to normal.

2. This form must be completed and submitted to the City of Yukon Utility Billing Dept. as soon as possible and no later than 90 days from the date the leak occurred. Actual repairs are necessary; the problem area should not simply be turned off.

3. Leak adjustments will be applied to only one monthly bill, which is usually the highest bill received during the time the leak occurred.

4. The customer should keep their monthly bills current until the adjustment is made. If necessary, customers may contact Utility Billing for an interim payment plan.

5. The customer will be notified in writing when the adjustment is made. At that time, any outstanding account balance will be due. If the adjustment results in a credit balance, future bills will be subtracted from the credit balance. No refund checks will be issued.

The leak was located _____

Describe the repair _____

Name on utility account _____

Service Address _____

Billing Address, if different _____

Home Phone _____ Work Phone _____ Cell _____

I certify that a leak in my plumbing occurred and that it has been repaired.

Signature _____ Date _____

Notary Stamp or Seal

Notary Public _____

County of _____ State of _____

Signed before me _____

Office Use Only:

Utility Account Number _____

My commission expires _____