



Milton, WA 98354  
253-922-8733

## REQUEST FOR WATER LEAK RELIEF

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Utility Account #: \_\_\_\_\_ Phone # \_\_\_\_\_

Billing Months of Leak: \_\_\_\_\_

Leak Fix Date (Required): \_\_\_\_\_

Leak Explanation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Copies of receipts attached: Yes/No If no, explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Approved by: \_\_\_\_\_

Date \_\_\_\_\_

**Through the evaluation of our records of your water consumption, we have determined that you may have a water leak on your property.**

The City of Milton is responsible for maintaining the water service up to and including the meter box. This includes the performance and repair of the meter. Water leaks that are on the property owner's side of the meter are the responsibility of the property owner. This responsibility includes the repair of the leak and cost of the water consumed.

Potential sources of water leaks can include:

- Broken water pipes
- Leaking toilets
- Outside valves left open
- Leaking Irrigation Systems
- Washing Machines
- Hot Water Heaters
- Pool/Spa/Hot Tubs
- Equipment malfunction (if you are a business)

Some of these leaks may be underground and not easily detectable. Complicated repairs may require the services of a professional plumber or contractor.

The City is unable to perform repairs on private property, provide advice for specific repairs or make plumbing/contractor recommendations or referrals. However, the City does offer its citizens some financial relief from a high water bill caused by leakage.

Adjustments to Water Bill Due to Leaks: The water leak adjustment shall be established as follows:

- A request for a water leak adjustment must be made in writing to the City of Milton administration/finance department using the form attached. The written request must include the date the leak was repaired and a copy of the repair bill or receipt for materials.
- Each customer is allowed one leak adjustment per 12-month period.
- The bill that includes the leak consumption must be paid in accordance with the normal payment procedures. Approved adjustments shall be credited on the bill following the adjustment approval.
- The adjustment shall be based on water use during the previous year.
- The maximum adjustment shall be 50 percent of the consumption amount that exceeds the consumption amount during the same billing period in the previous year. For customers occupying premises for less than one year, the consumption adjustment shall be made from the average consumption of the three billing periods previous to the leak consumption bill.