

# DIAMOND IMPROVEMENT DISTRICT

PO Box 747, Ladysmith BC V9G 1A5

Office phone: (250)245-8187

## Leak Adjustment Request Form

Property owners can apply for a leak adjustment credit for excess water volume charges resulting from a leak.

If you wish to apply for a leak adjustment, please complete the form below and return it to our office within 30 days of the date of the billing.

Upon receipt and Trustee approval, an adjustment will be made, which will be based on the total water use, above the base amount, only billed at the price the Diamond Improvement

District's cost for purchasing the water in the first place.

Please note that this adjustment is for water use only & the base rate cannot be included.

If your leak adjustment is approved by the Trustees, a credit will be applied to your account.

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

Customer Number: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

Description of leak & Repairs: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Owner's Signature(s): \_\_\_\_\_

\_\_\_\_\_

### For Office Use:

Date Received: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Trustee Signature: \_\_\_\_\_

Trustee name printed: \_\_\_\_\_