



**CITY OF HIGH POINT
NORTH CAROLINA**

Dear Plumber or Property Owner,

The City of High Point requires the following information from a plumber's homeowner's statements before we can consider a credit on a customer's account. We will credit only the sewer portion of the customer's bill for concealed water leaks. Please use the attached form for the information required below. After we receive the attached statement it could possibly take up to 3 months for the customer to receive a credit. This is done to insure that the customer's consumption has returned to normal.

If you have any questions regarding this matter, please feel free to call the Customer Service Department at 336-883-3111 or 1-888-883-3632.

- 1) Type of leak repaired/location of leak. Only concealed leaks qualify for a sewer credit. (Commode leaks and leaking spigots do not qualify for an adjustment.)
- 2) Date the repair was made.
- 3) Statement: "To the best of your knowledge there are no other leaks at this time."
- 4) If the homeowner repairs a leak, he must state in the letter that he is the property owner and must be a resident at this location.
- 5) Repairs are to be made permanent in nature.
- 6) Consumption must show a decrease back to normal usage.
- 7) A sewer credit will be given for up to the 3 highest consecutive months above the average usage.

Date _____

Account # _____

Where repairs were made (address) _____

Type of leak on property _____

Date the repair was made _____

Comments:

TO THE BEST OF MY KNOWLEDGE THERE ARE NO OTHER LEAKS AT THIS ADDRESS AT THIS TIME.

Please Print _____

Plumber or Property owner of the above address

Signed _____

Plumber or Property owner of the above address

License # _____

Phone # _____

For Office Use Only:

Date Received: _____ Approved by/Date: _____

Comments:
