



1246 Louisville Hwy. Millersville, TN 37072

Leak Adjustment Request

The City of Millersville will make adjustments to sewer bills based upon a few extraordinary events, including major leaks. A request for an adjustment should be made as soon as the water usage is discovered and repairs have been made. Requests for an adjustment must be made within six months of the event. Up to two adjustments per calendar year will be given for major water leaks, provided that the leaking water does not flow into the sewer system. **Proof of repair must be provided before a leak adjustment can be processed.** Acceptable proof consists of receipt for work performed by a professional plumbing contractor, receipt(s) for plumbing parts when work is done by the owner/tenant. Please see Sewer Adjustment Policy for more information.

Request Date: _____

Account Number: _____

Service Address: _____

Contact Name: _____

Contact Number: _____

Contact Email: _____

Description of Leak Repair

Date leak was discovered: _____

Date leak was repaired: _____

Leak specifics (where was leak located on the property): _____

Who repaired leak: _____

By signing below, I hereby certify that all of the information given above is correct to the best of my knowledge.

Signature: _____ **Date:** _____

Please return to City Hall or email to sewerbilling@cityofmillersville.com