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|  | PO BOX 99<br>5488 HWY 441 S<br>NICHOLSON GA 30565 | PHONE: 706-757-2230<br>E-MAIL:<br>nwauthority@windstream.net |
| <b>NICHOLSON WATER AUTHORITY</b>  |   |  |

Dear Customer,

You may qualify for a 20% adjustment of charges which exceed your average consumption caused by a leak or broken water pipe on your side of the meter.

In order to process your leak credit in a timely manner, please fill out this form and return it to the office within 30 days of leak repair. If not completed in full within the allotted time period, you will not be eligible for the leak credit.

- Account number \_\_\_\_\_ Phone number \_\_\_\_\_
- Name on the account \_\_\_\_\_
- Are you the owner? \_\_\_\_\_ If not has the owner been notified? \_\_\_\_\_
- Property address \_\_\_\_\_
- Approximate date the leak was repaired \_\_\_\_\_
- Do you want to use the credit at this time? \_\_\_\_\_

**Please make repairs in a timely manner to avoid excess water waste and possible disconnection**

- Please be aware that you are only eligible for the 20% credit ONCE within a 12 month period and you will only receive the credit if your account is in good standing.
- Because the credit is only available once per 12 months, you may want to assess your bill and see if you want to use your credit for this leak.
- If you receive 2 consecutive letters and do make necessary repairs in the allotted time, you will not be eligible for the credit or payment arrangements and may be subject to disconnection.
- Payment arrangements will be as follows for everyone: You are responsible for your monthly usage PLUS 10% of your remaining balance until the leak is paid in full.

Leak adjustments will be credited within 2 billing cycles after receiving this form (NOT THE DAY THE FORM IS RETURNED) and usage will be determined using a 12 month average. During the period that the account is being reviewed, no penalties will accrue on the account; **however, monthly payments are required to keep the account in good standing.** If this is a service that is less than 12 months old, we will need a minimum of 3 months usage before applying the adjustment to your account.

Signature of responsible party \_\_\_\_\_ Date \_\_\_\_\_

Chairman: John Ring  
 V. Chairman: Roger Brock  
 Office: Cortney Gunter

Board Members: Robert Akin  
 Allen Love  
 Brock Wilson