



**CITY OF HIGH POINT
NORTH CAROLINA**

Dear Plumber or Property Owner,

The City of High Point requires the following information on all plumbers' statements or homeowner's statements before we can render a credit on a customer's account. We will credit only the sewer portion of yours or the customers bill. 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 you can also call 1-888-883-3632.

- 1) Type of leak repaired/location of leak. Only concealed leaks justify a 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) Credit will be given for up to the 3 highest consecutive months above the average usage.

Date _____

Account # _____

Repairs made for (address /
person) _____

Type/Location of the Leak _____

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: _____

