



UTILITY BILLING ARBITRATION FORM

City Hall
555 Israel Road SW
Tumwater, WA 98501-6515
Phone: 360-754-4133
Fax: 360-754-4138

A one-time bill adjustment can be submitted for review during the life of the utility account for verified, excess consumption used -due to an unanticipated leak. A leak adj. must be requested by the owner. A maximum of three consecutive billing cycles may be adjusted. The process can take several read cycles to verify that consumption has returned to normal levels before the process can be completed. Arbitration does not apply during construction/ property development per TMC 13.04.015.

Proof of repair such as dated repair invoices, receipts or photos *must be attached.*

Customers must continue to make timely payments: at least their normal bill amount while the arbitration is under review.

Date of Request: _____ Date of Repair: _____

Utility Acct. Number: _____ Proof of Repair Attached: Yes No

Requested By: _____ Owner Name: _____

Service Address: _____

Mailing Address: (if different) _____

Signature of Owner: _____ Phone _____

Detailed description of breakage and repair: _____

Staff Recommendation:

Approval _____ Denial _____

_____ (Staff Signature)

Arbitrator:

Approval _____ Denial _____

_____ (Arbitrator)

Recommendation Comments: _____
