



Utility

account# _____

LEAK ADJUSTMENT REQUEST FORM

Utility Account Holders can apply for a leniency in the event of substantial excess water volumes resulting from a leak.

The request must be received within **60 days** of both:

- A repair being completed by a certified plumber or replacement parts being purchased by the Customer.
- The Customer receiving the bi-monthly Utility bill that becomes subject of the Leak Adjustment Request.

Leak adjustment can only be requested for a specific property once every two years. For a leak adjustment to be considered by the Town:

- The metered amount in the bill must be more than double the Customer's average Municipal Water Service use from the preceding 6 billing periods.
- The receipts or invoices for a certified plumber or replacement parts must be included in the submission as evidence of both a leak and a repair.

Process

If you wish to apply for a leak adjustment, please complete the form below and return it to our office as soon as possible with the necessary receipts. The form and receipts can be e-mailed to billing@nanton.ca or mailed to the Town of Nanton, PO Box 609, Nanton, AB T0L 1R0.

If your adjustment request is approved, a credit will be applied to your account and will be reflected in your next bill.

Applicant Information
Name:
Property Address:
Telephone Number:
Utility Account Number:

Description of Leak & Repairs (use additional space if necessary)

Please enclose copies of the receipts for any materials or services related to the repair.

Location of Leak

☐ OUTSIDE WATER SERVICE

☐ Water line

☐ Irrigation system

☐ INTERIOR WATER SYSTEM

☐ Taps/Toilets

☐ Hot Water Tank

☐ Other (Please Specify)

Signature of Owner: _____ Date: _____

Additional space for description information.

The personal information requested here is being collected under the authority of Alberta's Protection of Privacy Act, Section 4(c), which states that information may be collected if it relates directly to and is necessary for an operating program or activity of the public body, including a common or integrated program or service. This information is protected under the Act. If you have any questions about the collection, use, or disclosure of the personal information provided, please contact the Town of Nanton Administrative Office, 10979 – 21 Avenue, Box 609, Nanton, Alberta T0L 1R0 403-646-2029.



Town of Nanton