



Request for Partial Leak Adjustment
City of Live Oak 8001 Shin Oak Dr. Live Oak, TX 78233
(210) 653-9140 www.liveoaktx.net

Name: _____ Account: _____
Service address: _____
Phone: _____ Date of Repair: _____
Describe repair(s) made:

Please read and acknowledge each item below by checking each item below and signing.

- Adjustments for unexplained high consumption will be considered when consumption exceeds 6,000 gallons of historical usage.
- Adjustments will be processed after evidence of repair is reflected by reduced consumption in the following billing period.
- The customer will be required to pay an amount equal to the most recent undisputed billed amount by the due date, pending the adjustment calculation.
- Adjustment calculation will consider customer average consumption for the same time period for the prior year (or other relevant time period if that data doesn't exist). Consumption in excess of the average will be billed at the lowest block rate on the applicable fee schedule.
- Only one abatement per calendar year.
- Adjustments under \$10.00 will not be processed.

Signature: _____

*We reserve the right to make adjustments based on your historic usage.

*Please provide the invoice or receipt for the repair.

Office Use: _____ Approved _____ Denied _____ Employee initials _____ Date _____