

Public Water Supply District 6  
PO Box 218  
House Springs, MO 63051  
Phone: 636-671-4096  
Fax: 636-671-0207

**REQUEST FOR WATER LEAK CREDIT**

**Customer Information**

Name on Account: \_\_\_\_\_

Account Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Service Address: \_\_\_\_\_

**Water Leak Repair Information**

Date Leak Discovered: \_\_\_\_\_ Leak Repaired: \_\_\_\_\_

Professionally Repaired? \_\_\_\_\_ Self Repaired? \_\_\_\_\_

Is Customer Service Line equipped with a properly operating Shut-Off Valve? \_\_\_\_\_

For Self Repairs, Describe nature and location of leak and how repaired \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please note:** Completion of this form does not guarantee a credit adjustment will be made to your water bill. All credit adjustments are issued based on your average usage from previous account history and are credited for water loss only due to an underground leak on your water service line. Once the application for credit is reviewed you will receive notification of the results from the Water District office.

Please return the completed application form along with copy of Plumbers repair bill, receipts or other documentation to the address above or drop by the Water District office.

**I have read, understand and agree with the eligibility requirements for a water leak credit and any willful misrepresentation of the information to obtain a water credit will result in denial of leak credit or reversal of leak credit if given.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***For Office use only:***

Date Received: \_\_\_\_\_ Water Bill original Amount: \_\_\_\_\_ Avg Monthly Usage: \_\_\_\_\_

Leak Credit Amount: \_\_\_\_\_ Approved/Denied: \_\_\_\_\_

Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Leak Credit Eligibility**

- a. The Water District may provide a one-time leak credit, per property owner/customer to adjust a high water bill resulting from a customer water service line leak that is underground and located between the connection point at the meter setter to the entry point of water service to the building.
- b. NO ADJUSTMENTS are made for leaks involving irrigation systems, sprinkler systems, pools, spas, water features, leaks inside the building, toilets, water using appliances, outside spigots, hoses, or any leak that is not underground on the customer's water service line.
- c. Customers whose accounts are delinquent must pay all past due amounts before a water leak credit can be considered for approval.
- d. Customers who are otherwise reimbursed or compensated for water leaks by others, such as Landlords or Owners are not eligible for a leak credit from the Water District.
- e. The credit applied will be approximately the equivalent of one-half (50%) of the overage, incurred during the billing cycle in which the leak occurred and based upon the customers previous 12 months running annual average of normal usage, in gallons and calculated at the then current rates for additional gallons over the first 1,000. (See Example below)
- f. Customer must complete the Leak Adjustment Credit Form and provide evidence to the District that the leak has been repaired by providing invoices or receipts for the repair or replacement of water service line.

**Calculating Water Leak Credit**

**Example Only:**

**Average Monthly Usage = 5,000 gallons**

<b>July Water Meter Reading =</b>	<b>88,500 gallons</b>
<b><u>August Water Meter Reading =</u></b>	<b><u>108,500 gallons</u></b>
<b>Difference =</b>	<b>20,000 gallons</b>
<b><u>Less Monthly Avg =</u></b>	<b><u>5,000 gallons</u></b>
<b>Water loss to Leak =</b>	<b>15,000 gallons</b>
<b><u>X 50% =</u></b>	<b><u>7,500 gallons</u></b>
<b>Leak Credit =</b>	<b>7,500 gallons</b>

**Or 7.5 units of 1,000 X current rate (\$5.42 per 1,000 gal) = \$40.65 Total Credit**