



**CITY OF GAINESVILLE**

**DEPARTMENT OF  
WATER RESOURCES**

757 Queen City Parkway, SW  
Gainesville, Georgia 30501-4358

Telephone: 770.535-6878

Fax: 678-989-3379

Web Site: [www.gainesville.org](http://www.gainesville.org)

## City of Gainesville, Department of Water Resources Adjustment Request Form

Today's Date \_\_\_\_\_

Customer Name \_\_\_\_\_

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

Account Number \_\_\_\_\_

Contact Phone # \_\_\_\_\_

Email \_\_\_\_\_

Date leak was repaired \_\_\_\_\_

Type of Leak: \_\_\_ Irrigation \_\_\_ Toilet \_\_\_ Service Line \_\_\_ Other

Description of the repair made \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attach additional information if necessary.

Copy of repair invoice attached (if repaired professionally) \_\_\_ Yes \_\_\_ No

OR

Copy of repair receipts attached (if repaired by owner/tenant/ or agent) \_\_\_ Yes \_\_\_ No

OR

Customer/Landlord already had the items on hand for repairs \_\_\_ Yes \_\_\_ No

This form is not a guarantee that a credit will be applied to your utility account. You will be notified by phone/email whether or not this request has been approved/denied. Also, if you have already had previous adjustments at the current address you may or may not be eligible for other adjustments.

Please note: you must continue to pay your current monthly bill, plus any special payment arrangement for your leak bill(s) in order to avoid disconnection of services.

Customer Signature \_\_\_\_\_

Return form by emailing to [customerservice@gainesville.org](mailto:customerservice@gainesville.org) along with any attachments or fax to 678-989-3379 or deliver to 757 Queen City Parkway SW, Gainesville, GA 30501