

Water Meter Service – Leak Adjustment Request Form

Property owners can apply for a **one time** leak adjustment credit for excess water volume charges resulting from a leak which the owner or occupier could not reasonably prevent. Property owners that have previously received a credit are not eligible to receive further leak adjustment credit. To be eligible for a leak adjustment you must have repaired the leak within three weeks from the discovery of the leak, **and provide proof of the leak repair (i.e. receipts for any materials or services related to that repair).**

If you wish to apply for a leak adjustment, please complete the form below and return it to the Engineering Department at City Hall or email it to engineering@delta.ca with the necessary proof of repair. For further information about the process, please visit Delta's website: <https://www.delta.ca/services/water-sewer-drainage>.

If your leak adjustment request is approved, a credit will be applied to your account, and you will receive an amended bill. Credits less than \$50 will not be approved. Utility bills must be paid before the due date to avoid late penalties.

Name:		
Property Address:		
Utility Account Number:		
Telephone Number:	Main:	Alternate:
Email:		

Description of leak, including timeline of events (dates):

Location of Leak:

<input type="checkbox"/> Outside Water Service <input type="checkbox"/> Water Line <input type="checkbox"/> Irrigation System	<input type="checkbox"/> Interior Water System <input type="checkbox"/> Taps/Toilets <input type="checkbox"/> Hot Water Tank
<input type="checkbox"/> Other (Specify):	

Description of Repairs (if necessary, please use another page):

Property Owner Signature:		Date:
Office Use Only Approved <input type="checkbox"/> Not Approved <input type="checkbox"/>		Approved by: _____ Date: _____ Method of notification to applicant: _____ By whom: _____ Date: _____
Comments:		

