



CITY AND BOROUGH OF JUNEAU UTILITIES DIVISION

Utility Billing: (907) 586-0898

Fax: (907) 586-4534

Email: [cbj.utility@juneau.org](mailto:cbj.utility@juneau.org)

METERED SEWER BILLING ADJUSTMENT REQUEST

NAME \_\_\_\_\_ DATE \_\_\_\_\_

SERVICE LOCATION \_\_\_\_\_

ACCT # \_\_\_\_\_ CONTACT PHONE \_\_\_\_\_

Briefly describe the circumstances for which you are requesting an adjustment, including the dates/timeframes involved (attach additional documentation as necessary).

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

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

Please submit this form, along with a copy of the plumber's bill, and/or written findings from the plumber or individual who performed repairs (this documentation must be submitted before an adjustment can be processed).

\*\*\* No adjustment will be considered until the Utility is satisfied that the issue has been resolved, and meter readings indicate a return to normal consumption. This process takes at least 3 months. All balances on utility bills are expected to be paid during this timeframe. \*\*\*

**Adjustments are only considered when it can be shown that the excess water did not enter the city sewer system.**

For Internal Office Use Only

Approved

Denied

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