

N/CG Utility District
2002 Johnson Industrial Blvd.
Nolensville TN 37135
Leak Adjustment Form

Date _____ Account # _____

Name _____

Address _____

This is to verify that I have had a leak in the month of _____

This was repaired on (date) _____, 20_____

By _____

Description of Leak _____

Please initial each blank - Leak Adjustments will be made according to District Policy.

_____ I understand that I will receive no more than one leak adjustment in any twelve month period. No more than 2 consecutive months will be adjusted.

_____ Must be submitted within 60 days after due date of the bill for which the adjustment is requested.

_____ No adjustment for leaks not repaired within 2 months if not notified by the District.

_____ No adjustment for leaks not repaired within 10 business days after notification from the District.

_____ No adjustment for irrigation, irrigation leaks, pools, pool leaks, filtration systems, or water softeners.

_____ No adjustment for hoses, faucets or other outlets left running.

_____ Water service has been in my name for a minimum of one year at the time of the leak.

The above list is not inclusive of the entire adjustment policy. The leak adjustment policy may be obtained on the District website at NCGUD.com under "Forms And Documents".

A receipt for repairs or parts must be submitted.

Signed _____

Phone # _____

Email _____

Please email to: Support@ncgud.com

For Office Use

	<u>Billed</u>	<u>New Total</u>	<u>Adjustment</u>
Water	_____	_____	_____

N/CG Utility District is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request a form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or by fax (202) 690-7422 or email at program.intake@usda.gov.