PORT CLINTON

PORT CLINTON WATER WORKS

Phone 419-734-5522 Fax 419-734-5278

CUSTOMER PENALTY WAIVER FORM

By-Laws Section 104.06

Custome	er Name	Service Address	
Account	Number	Phone Number	
Date		Signature	
All Bill gross bi	•	e increased by 10% and the amount of the bill as so increased shall constitute	the
		contesting the 10% late penalty charged to their accounts may be granted a oring a one year period providing the following conditions have been met:	ıe-
2. 1 3. 4	property owner or person Penalty has not been char All delinquent charges fo service. Request must be received	be submitted in writing (see form in Appendix C - Forms), signed and dated by the on record with the Department as being responsible for payment; and, ged within a one (1) year period prior to the request (regardless of the occupant); and, water and/or sewer service shall be paid in full prior to the next billing cycle for said within 30 days of being charged.	
Custom	er notified on	of the following decision:	
	Waiver of 10% late per m date of initial reques	alty granted. Another waiver request will not be considered for a period of on	e
	Waiver not granted.		
	Previous wa	iver granted on	
	Other reason	<u>. </u>	
Adjustn	nent Amount: \$	Date of Adjustment:	-
		Water Office Manager (or designee)	