



PUBLIC WORKS DEPARTMENT
 1000 Municipal Drive, Brandon, MS 39042
 Phone: 601-824-4579 Fax: 601-824-4582
 www.brandonms.org

PUBLIC WORKS APPLICATION FOR ADJUSTMENT

Name: _____ Account #: _____

Service Address: _____

Telephone #: _____ Email Address: _____

	Commode Running								
	Broken Line in House								
	Broken Line in Yard								
	Broken Line Under House								
	Water Heater Leak								
	Filled Swimming Pool								
	<table border="1"> <tr> <td>Date Filled:</td> <td>_____</td> </tr> <tr> <td>Beginning Reading:</td> <td>_____</td> </tr> <tr> <td>Ending Reading:</td> <td>_____</td> </tr> <tr> <td>Number of Gallons:</td> <td>_____</td> </tr> </table>	Date Filled:	_____	Beginning Reading:	_____	Ending Reading:	_____	Number of Gallons:	_____
Date Filled:	_____								
Beginning Reading:	_____								
Ending Reading:	_____								
Number of Gallons:	_____								
	Other								

Approximate Dates of Problem or How Long Problem Existed: _____

Brief Explanation: _____

If repaired by a plumber, a copy of the bill must be attached. If repaired by the homeowner, include any copies of receipts for repairs. Please provide a brief description of repairs made:

In order for consideration for a water/sewer adjustment, the adjustment application must be filled out completely, repair receipts and/or an explanation of repairs must be provided, and a signature provided at the bottom of the application. An adjustment will not be considered on an account without the required information.

I certify that the information furnished above is true and correct to the best of my knowledge. I understand that the submittal of an Application for Adjustment does not guarantee an adjustment will be made to my account. Submittal of an Application for Adjustment does, however, ensure that my account will be reviewed and a decision to grant or deny an adjustment will be made with the assistance of the specified information provided above. All applications must meet requirements as set forth by the City of Brandon Adjustment Policy.

Signature: _____ Date: _____