



Elyria Public Utilities
131 Court Street, Suite 102

Elyria, Ohio 44035

Phone: (404) 326-1570 Fax: 440-326-1588

www.cityofelyria.org

Hours: Monday 8:00 a.m. - 6:00 p.m. Tuesday -Friday 8:00 a.m. - 4:30 p.m.; excluding legal holidays

REQUEST FOR WATER LEAK CREDIT

In the event of a documented loss of water due to a leak or other unforeseen circumstance on the customer side of the meter, resulting in more than the average consumption for the account, the customer may apply for a credit.

A Credit may be given under the following conditions:

- (a) Proof of the repairs has been presented within ten (10) business days.
- (b) The account holder has reported the leak to the Utilities Office on the water leak credit form.
- (c) The account holder presents proof of such loss to the satisfaction of the City.
With a brief description of leak and repair done (including location of leak on property).
- (d) A credit has not been requested within the past two (2) years.

SERVICE ADDRESS: _____
(Street Address) (City, State and Zip code)

ACCOUNT HOLDER (NAME): _____
(Last Name, First Name, OR Business Name)

Please select one of the following: ☐ OWNER ☐ TENANT ☐ MANAGEMENT COMPANY ☐ REALTOR

Telephone Number (____) _____ Cell Phone Number (____) _____

Email Address: _____

Have you had a previous account with City of Elyria different than the service address?

(If different than Service Address) (City, State and Zip code)

Credit Calculation Methodology: Determine the average monthly consumption over the twelve (12) month period, immediately preceding the leak (or period of time as an account holder, if less than 12 months). Subtract the average monthly consumption from the consumption in dispute. Credit the customer fifty percent (50%) of the difference between the average consumption and the consumption in dispute. (Water and sewer).

In consideration for receiving utility service from The City of Elyria at the above location, I hereby acknowledge responsibility for payment of service billings. I will continue to make payments on my utility account until a possible leak credit is determined. All utility accounts are billed and payment by the indicated due date is required to prevent interruption of service. You are responsible for utility service until your account is closed.

____ I understand that The City of Elyria is not responsible for water damage to this property or its contents. In consideration for having utility service initiated/ restored at the above address, I agree to ensure that all water service facilities (sink and tub faucet/ inside and outside, toilets, etc.) are turned off: or that the responsible account holder or designee will be present to check for leakage. We recommend that you turn off your private shut off valve, if applicable.

CREDITS WILL NOT BE PROCESSED WITHOUT PROPER DOCUMENTATION

____ Date: _____
Account Holder Signature

____ Date: _____
Property Owner/Agent Signature

Updated 2/24/2020

GENERAL RELEASE

KNOW ALL MEN BY THESE PRESENTS THAT _____, of _____ Ohio, for the sole consideration of _____ received to his/her satisfaction from the City of Elyria, Ohio, its elected and appointed officials, employees and agents (ELYRIA) does hereby for himself/herself, his/her executors, administrator and assigns, hereby fully release and forever discharge ELYRIA from any and all claims, damages, costs and causes of action whatsoever, past, present or future which can now or may hereafter be asserted against ELYRIA arising out of or incurred as a result of the following: _____

I agree that this settlement is a compromise of a disputed claim, and that the payment made is not to be construed as an admission of liability on the part of the City of Elyria.

No promise, inducement or agreement not stated herein has been made to me, and this release contains the entire agreement between the parties.

I have read the foregoing Release and fully understand it.

Date: _____

Claimant Signature: _____

Witness: _____

The foregoing instrument was acknowledged before me on the _____ day of _____, 2020.

Notary Public