

City of Cambridge

Water or Sewer Adjustments

Form Uses:

- 1) For file maintenance of existing water/sewer accounts for both dollar and non-dollar changes;
- 2) For the processing of adjustments that are a result of board action, incorrect meter readings, improperly prepared bills, etc.

Number _____

Date _____

Name of Property Owner _____ Address _____ Location of meter if different from address _____ Basis for adjustment Complete statement of reasons for adjustment (attach documentation of water usage for sewer rate adjustments) _____ _____ _____ _____ _____ _____	We certify that _____ (Name) (Account Number) is/is not entitled to an adjustment of water/sewer charges. <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 15%; text-align: center;">Original Bill</th> <th style="width: 10%;"></th> <th style="width: 15%; text-align: center;">Adjustment</th> <th style="width: 10%;"></th> <th style="width: 15%; text-align: center;">Corrected Bill</th> </tr> </thead> <tbody> <tr> <td>water</td> <td>\$ _____</td> <td>—</td> <td>\$ _____</td> <td>=</td> <td>\$ _____</td> </tr> <tr> <td>sewer</td> <td>\$ _____</td> <td>—</td> <td>\$ _____</td> <td>=</td> <td>\$ _____</td> </tr> </tbody> </table> Sewer rate to be: \$0. _____ per hc ft. of water usage until ____/____/____ Approving Authority. _____ _____ _____		Original Bill		Adjustment		Corrected Bill	water	\$ _____	—	\$ _____	=	\$ _____	sewer	\$ _____	—	\$ _____	=	\$ _____
	Original Bill		Adjustment		Corrected Bill														
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ACCOUNT NUMBER

1-9									
1									

Note: The filing of this application does not stay the collection of your charges. They should be paid as billed. Credit or refund will follow is adjustment is allowed.

	10-11	12	13-21
SEWER RATE	98		
DELETE	99		
METER READING	21		
WATER ADJUS.	17		
SEWER ADJUS.	47		

	10-11	12	13-42
Name	11		
	12		
	13		
	14		
Address	15		
Location	16		

Submitted By _____ Routing: white to the Water Dept; Yellow to the Tax Collector; Pink to the Property Owner

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City of Canbridge

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CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 876-6800

EXECUTIVE DEPARTMENT
JAMES L. SULLIVAN
City Manager

January 9, 1978

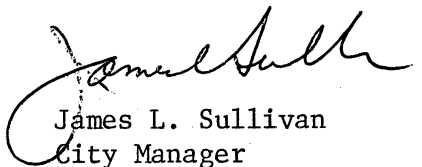
To the Honorable, the City Council:

In response to the City Council's request for the preparation of an application for all homeowners to file abatements on their sewer service charge bills, attached is a form developed several months ago which accomplishes the following:

- Provides a mechanism for both water and sewer abatements.
- Serves as an application form for abatements and an input form for computer processing.
- Serves as an account maintenance form for all water and sewer accounts, thus all possible changes to an account would be initiated on this form.
- Provides a copy for the property owner.
- Provides controls that facilitate reconciliation.

I feel that this form will provide the most effective and efficient mechanism for both the property owner and the City's record-keeping system.

Very truly yours,


James L. Sullivan
City Manager

JLS/mbf
Enc.

Agenda #5

S-13

Response to City Council's request for the
preparation of an application for abatements
on sewer service charge bills.

In City Council,
January 9, 1978

Filed