

SOMERSWORTH, NEW HAMPSHIRE

City of Somersworth
One Government Way
Somersworth, NH 03878



City Hall
603.692.9523
www.somersworth.org

Notice to Customers Completing the Request for Water/Sewer Abatement Form

To request an adjustment on your billing, please take the following steps:

1. Please complete the attached form. Be as specific as possible as to the events that led to the unusual water consumption.
2. Attach all documentation if a leak has been repaired. Plumber's receipts, contractor's receipts, store receipts if you were able to fix the problem yourself. If you did not need to purchase the necessary materials to complete the repair, please indicate that information on the request form.
3. All pool requests must have a valid pool permit on file and the permit number must be notated on the form. If you are unsure as to whether you have one on file you can call 603-692-9520 to verify.
4. If filling a pool, requests will only be considered for new pool installs or if a repair was needed. Please provide copies of receipts. **Requests for topping off the pool at the beginning of the season or throughout the season are not eligible for abatement.**
5. Please forward completed form with documentation to:
*City of Somersworth Water Department
One Government Way
Somersworth, NH 03878.*

Sewer abatement requests must be submitted within 90 days of the billing date to be considered. Water abatement requests must be submitted within 6 months of the billing date to be considered. To receive a sewer abatement due to a water leak, there must be evidence, or it must be reasonable to assume the water did not enter the City's sewer system. The City will review your request within thirty (30) days from the date of receipt. You will be provided a written notification of decision.

The amount of credit will be based on average consumption during the previous six (6) months. If a determination cannot be made as to the average consumption for the property for the specific time period, the request for credit will be considered when sufficient information is available.

Call the Somersworth Water/Sewer Department at 603-692-9523 with any questions.

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One Government Way
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City Hall
603.692.4262
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REQUEST FOR WATER/SEWER ABATEMENT

Owner: _____ Account Number: _____

Property Address: _____ Pool Permit # _____

Length of time at property: _____ Telephone number: _____

Date of occurrence: _____ Date of Billing: _____

Reason for Abatement Request:

Please attach copies of repair and/or parts receipts to support your request.

Your request will only be processed, when all documentation has been received. To avoid finance charges, your account must be paid in full prior to the due date marked on your billing invoice. You will be notified in writing of the decision.

Signature of applicant: _____ Date: _____

Print name of applicant: _____

Approved / Denied amount: _____

Approved Denied

- _____ Date _____
Scott Smith – Finance Director
- _____ Date _____
Bob Belmore – City Manager