



Town of Medley
 Utilities Department
 7777 NW 72nd AVE
 Medley, FL 33166

Office: 305-887-9541 ext. 107
 Email: ERIVERA@TOWNOFMEDLEY.COM

SEWER CREDIT REQUEST

CUSTOMER INFORMATION			
Name on Account		Account Number	
Mailing Address <i>City, State Zip Code</i>		Telephone Number	Cellular
			Home
Service Address		Email Address	

REPAIR INFORMATION			
Repairs Completed By		Date of Repair	
Plumber's License Number <i>Example: License # CFC 010101 if applicable</i>		Type of License <i>if applicable</i>	<input type="checkbox"/> State of Florida <input type="checkbox"/> Miami-Dade County
Description of Repair <i>Include exact type & location of repair</i> attach a separate sheet of paper if additional space is necessary			

PAYMENT INFORMATION			
Payment Method	<input type="checkbox"/> Attached check	Confirmation Number <i>For Online or Telephone Payment</i>	
	<input type="checkbox"/> Payment made separately	Payment Date	
	<input type="checkbox"/> Online payment https://accessmygov.com/?uid=2537	Payment Amount	
<input type="checkbox"/> Credit Card payment via telephone 305-887-9541			

I understand I can be considered for a sewer credit if all leakage has been corrected, consumption has decreased and an inspection by the Town of Medley Water and Sewer Department has been completed.

Customer's Signature		Date	
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I wish to also be considered for a one time courtesy late fee waiver (IF APPLICABLE).

Customer's Signature		Date	
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REQUIREMENTS

1. The above form must be completed and signed within 30 days after notification by the Department to the customer that a possible plumbing problem may exist.
2. Attach copies of repair bill(s) and/or a letter from the company or person(s) completing the repairs.
3. All prior balances must be paid.
4. A technician from the Town of Medley must verify and inspect the leak is repaired.
5. Enclose photographs prior to covering.

WAYS TO SUBMIT

MAIL: Water and Sewer Department
 7777 NW 72 AVE Medley, FL 33166

Preferred Contact Method-

Phone: 305-887-9541 ext.107
 EMAIL: ERIVERA@TOWNOFMEDLEY.COM

IMPORTANT INFORMATION

- Possible access to your property will be needed depending on the location of the repair.
- **No credits are issued due to leaks caused by leaking toilets,urinal,faucet,floor drain or any time water leaks flow into the sewer or suspicion of theft**
- If repairs have not been completed, you will not receive an adjustment to your account.
- An underground / concealed leak adjustment request may take up to 90 days for completion.
- The Department will notify you regarding any discrepancies with this adjustment request.
- Credits are based off at least a (6) month average of normal consumption.

