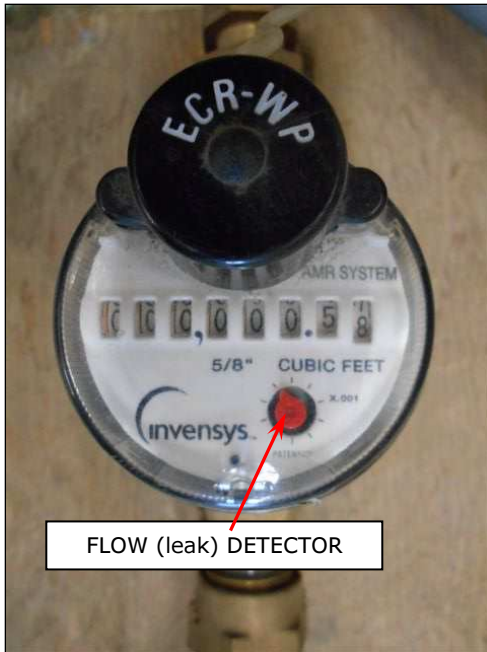




City of Anacortes Leak Account Review Application



- Select a time when no water is being used. Make sure your dishwasher, washing machine, and hoses are all turned off.
- Locate the meter. It is located on the street side of your property near the perimeter. The lid says City of Anacortes. You may have to remove water or debris from the box. Water in the meter box does not necessarily indicate a leak. You may see a white or grey box next to your meter. The radio read system transmits the signal through this box.
- Your water meter reads like the odometer in your car. The last two digits after the decimal point can be ignored. Look for a triangle. That is the FLOW (leak) DETECTOR. If it is bobbing around, there is water flowing through the meter.
- Wait at least 15 minutes then read your meter again. If flow is detected and you are not using water, this may indicate a leak on your side (the house side) of the meter.

- LOOK and LISTEN inside the house and outside for the source of the water flow. Check all sinks, taps, & toilets.
- The customer is responsible for repairs on the house side of the meter. If you suspect a leak on the City's side of the box, or if you need assistance locating your meter box, please contact the Water Maintenance Department at (360) 293-1921.

Contact Us

CITY OF ANACORTES
In person: 904 6th St, Anacortes
By Mail: PO Box 410 Anacortes WA 98221
Billing phone: (360) 293-1909
Billing fax: (360) 293-1928
Service phone: (360) 293-1921
e-mail: utilitybilling@cityofanacortes.org



City of Anacortes Leak Account Review Application

After repairs have been made, you may be eligible for an adjustment on your City Utility bill. Please read, complete, sign, and submit this form to:

CITY OF ANACORTES

In person: 904 6th St, Anacortes

By Mail: PO Box 410 Anacortes WA 98221

Fax: (360) 293-1928

e-mail: utilitybilling@cityofanacortes.org

Account Information

Utility Account Number	
Service Address	

Customer Information

Name	
Mailing Address	
City ST ZIP Code	
Daytime Phone	
Alternate Phone	
E-Mail Address	

Leak Information

Date you found out about the leak, if unknown, please estimate
Has the leak been repaired?
If so, on what date was the repair completed?

Agreement and Signature

By submitting this application, I understand that bill adjustments are not guaranteed. Leak repairs must be made within six months to be eligible for consideration of an adjustment. A review of your water usage history will determine the amount of any adjustment, if given. Billing adjustments may take one to three months to appear on your utility statement. You are responsible for the full bill amount prior to adjustment. Failure to pay your city utility bill may result in disconnection of water service and additional service fees. Charges continue to accrue whether or not the water meter is off.

Signature	
Date	

Contact Us

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