



# Town of Webster Water/Sewer Departments

38 Hill Street

P.O. Box 793

Webster, MA 01570

Phone: 508-949-3861 Fax: 508-949-3868

## APPLICATION FOR WATER/SEWER ABATEMENT

1. All appeals to water/sewer bill must be made in writing within 30 days of the issued Bill Date.
2. Applicants must notify the Water/Sewer Dept. by phone or e-mail that appeal is being made.
3. It is suggested that the applicant pay the bill to avoid late fees & interest during abatement process, as these will not be abated.
4. Please see the online Water/Sewer Commission Abatement Policy for criteria and complete details.
5. Mail to Water/Sewer Dept., PO Box 793, Webster, MA 01570 or deliver to 38 Hill Street, Webster.

**ABATEMENT REQUESTED FOR:**       Water       Sewer

Location of property: \_\_\_\_\_

Property owner name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Account #: \_\_\_\_\_ Bill #: \_\_\_\_\_ Bill Date: \_\_\_\_\_

### REASONS FOR COST ADJUSTMENT:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Please attach a letter of explanation, if needed, and receipt of work completed to remedy the situation.*

### SIGNATURE OF APPLICANT:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### DEPARTMENT USE ONLY

Date Received: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

Recommendation:     Approve     Disapprove

Reason/Comment: \_\_\_\_\_

Approved adjustment: \$ \_\_\_\_\_ Water: \$ \_\_\_\_\_ Sewer: \$ \_\_\_\_\_

Customer Appeal to Water/Sewer Commission Yes/No (circle)

### WATER/SEWER COMMISSION USE ONLY

Vote:     Approval     Denial    Vote Date: \_\_\_\_\_

Signatures: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_