



REQUEST FOR COURTESY LEAK ADJUSTMENT

Attn: Billing

8570 Executive Park Avenue
Fairfax, VA 22031
customers@fairfaxwater.org
Phone (703) 698-5800
Fax (703) 289-6133

In the event a Customer is subject to an abnormally high billing as a result of a loss caused by leak, a Courtesy Leak Adjustment may be granted.

All details regarding adjustments are within the Rules and Regulations, including those for an unknown loss. Visit www.fairfaxwater.org/rules-and-regulations.

To be eligible for an adjustment, the Customer must:

- (1) promptly and properly repair the leak when detected;*
- (2) provide written proof of repairs to Fairfax Water in the form of copies of receipts or an invoice; and*
- (3) not have received a Courtesy Leak Adjustment from Fairfax Water during the preceding five years.*

Type of Leak: Toilet Outside Lateral Inside/Other (ie: Irrigation)

Date	
Name	
Phone Number	
Service Address	
Account Number	
Date of Repairs	
Brief Statement	

Your request will be reviewed for possible adjustment. Upon receipt of this information, we will notify you within two weeks if an adjustment has been approved.

Signature: _____ Date: _____

Email address: _____

Attach proof of repairs in the form of copies of receipts or an invoice.

(Updated 6/25/2018)