



# Water & Sewer Department

## Pool Adjustment Request Form

(Must be connected to sewer to qualify)

DATE OF REQUEST: \_\_\_\_\_ ACCOUNT NUMBER: \_\_\_\_\_

### CUSTOMER INFORMATION

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

NUMBER OF PEOPLE LIVING AT THIS ADDRESS: \_\_\_\_\_

BEGINNING  
METER READING: \_\_\_\_\_

ENDING  
METER READING: \_\_\_\_\_

START FILL DATE: \_\_\_\_\_

END FILL DATE: \_\_\_\_\_

NUMBER OF GALLONS OR APPROXIMATE SIZE OF POOL:

\_\_\_\_\_  
\_\_\_\_\_

HAVE YOU EVER HAD AN ADJUSTMENT FOR FILLING A POOL BEFORE?

YES  HOW MANY ADJUSTMENTS IN PAST YEAR: \_\_\_\_\_

NO

**\*POOL FILLING ONLY QUALIFIES FOR ONE SEWER ADJUSTMENT PER CALENDAR YEAR\***

### FOR OFFICE USE ONLY

1 TIME ONLY POOL FILLING SEWER ADJUSTMENT

APPROVED:

SIGNATURE: \_\_\_\_\_

DENIED:

SIGNATURE: \_\_\_\_\_

AMOUNT OF ADJUSTMENT: \$ \_\_\_\_\_

**\*\*Please bring completed form to the MWD billing office or email it to [mwdbilling@cityofmanchestertn.com](mailto:mwdbilling@cityofmanchestertn.com)\*\***

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