

**Union Hill Water Association
Application for Leak Adjustment Credit**

Name: _____ Date: _____

Service Address: _____

Email Address: _____

Daytime Phone: _____

Date leak was first noticed: _____ Date leak repaired: _____

Attach a detailed description of the leak, explain how it was repaired (it must be repaired) and include a receipt showing repair costs.

The Union Hill Water Association's (Association) leak credit policy is as follows:

It is the Member's responsibility to properly maintain his or her water system and any irrigation sprinkler system connected to such system. The Member's water system includes all water and related facilities and appurtenances on the Member's side of the water meter. This responsibility includes the responsibility to promptly discover and repair leaks in the Member's water system and to limit the amount of water loss through a leak. A leak in the Members' water system is the sole responsibility of the Member.

The Association may, in its sole discretion, grant a credit, or adjustment, to the Member's water bill for a leak in the Member's water system, taking into account the following inclusive circumstances:

- The Member has repaired the leak within 30 days of being notified of the leak, or within 30 days of when the leak was discovered. Proof (written documentation) of repair of the leak, to the Association's satisfaction, will be required within 30 days of the repair before a credit may be granted by the Association. If the required paperwork is not received within this 30-day period, penalties on the water bill will accrue per regular Association policy.
- The Member is not in violation of any Association policies and is otherwise current in the Member's obligations to the Association.
- Once the monthly bill is received by the Member, which includes the volume of leaked water, the Member is obligated to pay a minimum of 12% of the total balance. If this 12% creates a payment hardship to the Member, then the Member can contact the Association office and arrange for a payment plan. This payment plan may be for a 6-month period by signing a Promissory note with the Association. The interest rate will be the current Federal Funds Prime Rate + 1%.
- A credit may only be applied to a maximum of two consecutive billing cycles. If a leak occurs over more than two billing cycles the credit will be applied to the two billing cycles with the most usage.
- Once a Member receives a credit or adjustment, the Member may not be granted another credit or adjustment for ten years.
- If granted, the amount of any credit or adjustment will be computed in accordance with the Association's Leak Policy.
- If the Member pays by Electronic Funds Transfer and cannot pay the full payment immediately, they may call (425)-497-1812 to request to be temporarily removed from our automatic debit file. The Association requires notice at least 2 weeks before the payment due date. The Member may reapply after the claim has been processed.

By signing this request, I certify that I understand the terms and conditions of the Association's Leak Policy and acknowledge that I will not be eligible for an additional Leak Credit or Adjustment for ten years and the undersigned waives all claims arising from or out of leaks in the undersigned's water system during the 10 year period immediately following the date of this application.

Member Signature

Date