



BILLING ADJUSTMENT REQUEST
WINTER STORM URI

Name: _____ Date: _____
Service Address: _____ Account #: _____
Email Address: _____ Phone #: _____
Date leak occurred: _____
Has the leak been repaired? Yes No
Date repairs completed: _____
Type of water leak: Customer Side of Meter City Side of Meter

Please Note: No credit or adjustment will be given to residential accounts on the sewer portion of the bill, which is charged at a flat rate. Any adjustments requested must be submitted to the Utility Billing Department no later than **April 12, 2021**.

Signature: _____ Date: _____

Return completed form by **April 12, 2021**, to:
Utility Billing Department
1900 Billy G. Webb Drive
Portland, TX 78374
Email: utilitybilling@portlandtx.com