

**BRAZORIA COUNTY MUNICIPAL UTILITY DISTRICT NO. 21
Leak Adjustment Request Form**

Account No. _____ Service Address _____
Daytime Phone No. _____ E-Mail Address _____

Brazoria County Municipal Utility District No. 21 (the "District") has adopted a Policy and Procedures for Leak Adjustment Credits (the "Policy") under which the District will consider permitting a credit to the sewer portion of a customer's bill because of loss of water through an "excusable defect" in the customer's water lines. An excusable defect means a rupture in or leak from the customer's water lines caused by freezing weather, settlement, corrosion, wear, or accident. **Visible leaks such as faucet and hose leaks are ineligible.** Credit may be given toward the sewer portion of a customer's water bill, as determined by the District (the "Leak Adjustment Credit"). Credit is only available for a customer with at least twelve (12) billing cycles of usage history in the customer's name at the service address given above. No credit or adjustment will be given for: (1) the water portion of the bill; (2) Brazoria County Groundwater Conservation District fees; and (3) City of Pearland fire/EMS fees. The Leak Adjustment Credit is limited to a maximum of two (2) consecutive billing cycles and must be requested within three (3) months of the date of the repair. Customers may apply for no more than one (1) Leak Adjustment Credit in any twelve (12) month period.

If the customer has already paid the bill for which a Leak Adjustment Credit is authorized, any excess amount actually paid by the customer shall be applied as a credit to the customer's account. In no case shall an actual refund of payment be made.

I, _____ (Give full legal name and/or business identity), am the Responsible Party for the account at the above service address. I am asking the District to reduce the water bills for this account, to the extent allowed by the District's Policy because of a leak beginning on (date) _____ and repaired on (date) _____. The water lost from this leak was not used by anyone. During this period, the following additional water appliances (washing machine, toilet, pool, dishwasher, water softening system, irrigation system, indoor greenhouse or aquarium, etc.) were installed at the service address (State "NONE" if none were added):

IN ORDER TO PROCESS YOUR APPLICATION QUICKLY AND EFFICIENTLY, PLEASE READ THE FOLLOWING CAREFULLY AND GIVE A CLEAR DESCRIPTION OF THE REPAIRS.

Type of leak on customer's side of the meter: _____
Description of repair: _____

Attach the bill or bills for which adjustment is being sought and documentation of the repair date, address, type of repair, and cost. Acceptable documents include plumber's statement/bill or a receipt for parts. Businesses with in-house maintenance may submit a statement signed by a minimum of two (2) employees who witnessed the repair. In all cases, the District retains the right to make field verifications before approving a Leak Adjustment Credit. You will be notified by mail or e-mail (if provided) generally within 90 days whether your request is approved or denied.

I am familiar with all of the facts stated in this document and they are true and correct. I certify that this application and attached documents contain no false statements.

Print Name: _____ Date: _____
Signature of person requesting a Leak Adjustment Credit: _____

Complete the form and return to:
Brazoria County Municipal Utility District No. 21
c/o Allen Boone Humphries Robinson LLP
3200 Southwest Freeway, Suite 2600
Houston, Texas 77027
Phone: 713-860-6400 Fax: 713-860-6401