



Public Works

1120 Airport Rd., Bldg. F-2, Minden, Nevada 89423

Philip Ritger
Public Works Director

Water/Sewer Utility
Road Maintenance
Bldg. & Fleet Services

775-783-6480

Fax: 775-782-6266

Website: www.douglascountynv.gov

REQUEST FOR LEAK CREDIT

Name: _____

Account Number: _____

Service Address: _____

Leak Location: _____

Leak Repaired Date: _____

Description of Leak and How Leak was fixed: _____

**Must Include Receipts from a Licensed: Plumbing Contractor, Landscaper or
General Repairman.**

*******For Office Use Only*******

Request received by: _____ Date: _____

Repair receipt received: Yes No Date: _____

NWS adjustment by: _____ Letter Sent: _____ Date: _____

Leak Credit Issued: Yes No Amount: _____ Date: _____

Mailing Address P.O. Box 218, Minden, Nevada 89423

The Public Works Department will consider an adjustment to the monthly water bill as a direct result of water leaks on the customer's side of the water meter or shut-off valve under the following conditions:

1. If a customer experiences a water leak on the customer's side of the water meter or shut-off valve, the customer must, at the customer's expense, employ a licensed plumbing contractor, landscaper, or general repairmen to repair the water leak.
2. To qualify for a billing adjustment, the customer must submit a "Request for Leak Credit" application available from the Public Works Department. The customer must submit with the application a copy of the receipt for the leak repair.
3. Upon delivery of the request for leak credit application, the Public Works Department may, at its discretion, adjust the current water bill to equal the monthly bill from the same billing period of the previous year. The cost of the leak repair is the homeowner's sole responsibility and will not be reimbursed. The water bill may only be adjusted for one billing period prior to the repair of the water leak.
4. Each customer account is eligible to receive one (1) billing adjustment during the calendar year for a water leak.
5. Water loss due to theft, vandalism, or construction damage is not covered under this section and is the responsibility of the customer.

January 1, 2017