



City of San Clemente - Utility Billing Division
 100 Ave Presidio, San Clemente, CA 92672 (949) 361-8315

Tiered Rate Adjustment Application

The City of San Clemente offers one courtesy Tier Rate Adjustment per 12 month period. Once your application is received, it may take up to 90 days to be processed. In the case of financial hardship, please contact a customer service representative to establish a payment plan.

Account Number: _____ Billing Month: _____

Service Location: _____

Customer Name: _____ Phone: _____

Mailing Address: _____

High water use due to:

- Toilet Leak
- Irrigation Leak/Timer Malfunction
- Plumbing/Slab Leak
- Appliance Malfunction
- Other: _____

Action taken to prevent water waste: _____

Date of Repair or Correction: _____ All applications are subject to verification of repair or correction. You may receive a mailed notification requesting additional documentation such as repair invoices, material receipts or other information documenting appropriate repairs have been made.

By signing below, I acknowledge that the information above is true and correct.

Applicant Signature: _____ **Date:** _____

Please contact the Utility Billing Division at 949-361-8315 for further information or assistance.

Official Use Only

Date Received: _____	<u>Review Level Required</u>	<u>Staff Initials</u>
Tier 3 Units Billed: _____	<input type="checkbox"/> Billing Specialist	_____
Date Approved: _____	<input type="checkbox"/> Revenue Supervisor	_____
Calculated Adjustment: \$ _____	<input type="checkbox"/> Utilities Division	_____