



Customer Service and Utility Billing Department

437 N. Riverside Avenue, Rialto CA 92376

Office: (909) 820-2546 Fax: (909) 784-0312

utilitybilling@rialtoca.gov

WATER ADJUSTMENT REQUEST

MAYOR

Joe Baca

COUNCIL MEMBERS

JOE BACA JR.

ANDY CARRIZALES

ED SCOTT

RAFAEL TRUJILLO

CITY ADMINISTRATOR

MIKE STORY

Date: _____

Dear Customer Service Division:

We have received a high water bill for service at _____

Account Number: _____ A/an _____

leak was discovered which has been repaired by _____

I understand that it is my responsibility to furnish proof that the leak existed and that repairs have been made.

Date of repair(s) _____

Location of repair(s) _____

I have enclosed a purchase receipt _____ a plumber's receipt _____
and /or a notarized statement from the repair person.

Please approve the maximum credit to adjust my account.

Name: _____

Mailing Address: _____
Street City State Zip

Service Address: _____
Street City State Zip

Phone Work: _____ Home: _____

OFFICE USE ONLY

Cycle _____ Customer Service Personnel _____ Date _____

Mission Statement

*To provide exceptional city services in the most professional, courteous and effective manner
to enhance the quality of life in the City of Rialto.*