



CITY OF DONALD

10710 Main Street N.E. • P.O. Box 388 • Donald, OR 97020-0388

Phone 503-678-5543 • Fax 503-678-2750

www.donaldoregon.gov

Emergency pager for Water and Sewer: 503-301-6479

APPLICATION FOR WATER CREDIT

Customer Name:	Account Number:
Date of repair:	
Street Address:	
Mailing Address:	
City, State, Zip:	
Phone Number:	Cell Number:

How to apply for water credit

1. Fix problem and save the receipts from repair
2. Bring copy of receipt with completed application to City Hall
3. Director of Public Works will test and inspect water repair to ensure that the leak is fixed. He may then authorize a credit.
4. If approved, the credit will be applied to the next month's bill. Credit may be given once per calendar year.

Credit is based on the previous year's same month usage amount. Every 1,000 gallons of overage will be charged at \$2.00.

OFFICE USE ONLY

Date Work Order Entered Sprbrk:	Staff Initials:
Date Reviewed by PW director:	Staff Initials:

Applicant's Signature: _____

Date: _____

Public Works hours are Monday through Friday 7 am to 3 pm. After hour rates apply outside of these times.