



**Reason for Abatement Request *Continued*....**

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**\*\*Please do not write below this line – SEWER DEPARTMENT ONLY\*\***

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Primary Meter Beginning Read: \_\_\_\_\_ Primary Meter Ending Read: \_\_\_\_\_

Second Installed Meter Read: \_\_\_\_\_ Bill Span: \_\_\_\_\_ Rate Key: \_\_\_\_\_

Are there any outstanding charges on this account prior to abatement request? YES or NO

Are there any other considerations for abatement which should be reviewed?

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Billed Average for the previous four (4) quarters is: \$ \_\_\_\_\_

**Abatement Approved by:**

Abatement Amount Granted: \$ \_\_\_\_\_

RSB designee: \_\_\_\_\_ Town Manager: \_\_\_\_\_

**Internal Bill Correction issued by Sewer Billing Dept:**

Reason for Correction: \_\_\_\_\_

Amount corrected: \$ \_\_\_\_\_ Date Applied in TRIO: \_\_\_\_\_ Clerk: \_\_\_\_\_

Date Town Contacted: \_\_\_\_\_ Was the Meter Corrected or Sewer Capped? YES or NO

Method of Correction: ABATEMENT CORRECTION BILL CREDIT REFUND