TOWN OF MEAD SEWER
CUSTOMER REQUEST FOR WAIVER/REFUND OF LATE FEE

The Town of Mead Sewer Use and Rate Policy permits the Town to consider a timely-filed request for a waiver/refund of the late penalty of ten dollars ($10.00). No user may submit more than one Request for Waiver/Refund of Late Fee in any twelve (12) month period.

Name: Utility Billing Account Number:

Utility Service Address: Telephone #:

For the reasons stated below I am requesting that the late fee charged to my account be waived (please describe the extenuating or extraordinary circumstances that the Town should consider in determining whether the waiver and refund of the late fee is justified):

Amount requested to be waived: $

Signature:
Date:

Town USE ONLY

Late fee assessed for:

Waiver approved last 12 months? Y N Employee's Initials

Form filed within 60 days of assessment of late fee? Y N Employee's Initials

Approved / Disapproved Date:

Treasurer; Approved / Disapproved