



**Application for Abatement
of Water & Sewer Bill**
Town of Needham Department of Public Works
Water, Sewer & Drains Division
500 Dedham Avenue
Needham, MA 02492

I, _____ of _____
(Your name) (Complete Address)

Service address if different _____ Phone number: _____

_____ *(Water Bill Amount)* _____ *(Location I.D)* _____ *(Water Bill Number)*

Abatement request for the billing period _____ due to reason stated below.
(Date of Water Bill)

Customers who file an abatement application are required to have no prior outstanding Water and Sewer bills *(including payment of penalties and interest, if applicable)*. The customer must submit a **Sewer Abatement Plumbers Verification form** as to the cause of the leak, signed by a licensed plumber having personal knowledge of the facts, and a copy of the repair bill. *(Note; All plumbing work requires a plumbing permit.)* The leak consumption must exceed twice the normal average usage for the preceding three years to qualify per the Water and Sewer Abatement policy. If the required payment is not made before or at the time the application is submitted, interest will accrue on any amount due over 30 days old. The request for water and sewer abatement must be received at the **DPW Administrative Office, Public Service Administrative Building (PSAB), 500 Dedham Avenue, Needham MA 02492.**

Other information to support this application *(Please attach additional sheets if necessary)*

Customer Signature _____ Date _____

For Official Use Only

- Administrative Abatement***
- Billing Error
 - High Estimated Bill
 - Meter Reading Error

- Board of Selectmen Abatement***
- Abatement for Low Income
 - Approved by Council on Aging (COA)
 - Approved by Board of Health (BOH)
 - Accidental Water Loss (Leak)
 - Billing Period Beyond 100 Days
 - Extenuating Circumstances
 - Faulty Operating Equipment

Approved ***Denied*** _____

