



UTILITY REVIEW BOARD REQUEST

(Effective 03/12/18)

Instructions: Use this form to request a meeting with the Utility Review Board which may consider a one-time adjustment to a property owner's water or sewer billing. Please be as thorough as possible in describing events or circumstances leading to this request. The Board is not able to consider adjustments to the water or sewer rates which are set by Village Council.

Requestor's Name: _____ Phone: _____ Request Date: _____

Subject Property Address: _____

Year of acquisition of property: _____

Issue Description (Who, what, where...): _____

Date(s) of Incident: _____

Requested Remedy (Dollar amount, if applicable): _____

Requestor's Signature: _____

Request Received by: _____ Date: _____

Was the water meter checked and findings noted? ☐ Yes; Date: _____ ☐ No

Findings: _____

Utility Review Board meeting date: _____

Board Decision(s): _____

Village Manager's signature: _____ Date: _____

Village of Brooklyn

121 N. Main St. • P.O. Box 90 • Brooklyn, MI • 49230

(517) 592-2591 • www.villageofbrooklyn.com