

Town of Middlebourne

Annual Swimming Pool Adjustment Request Form

Pool fills must be metered before and after. Customer must call the Town of Middlebourne City Building (304-758-4771) 3-5 days in advance for work orders to be created and must notify us when pool is filled. If we are not notified immediately when pool fill is complete, there will be no adjustment. Pools must be filled in one event and not over a period of "on and off" fills.

TO BE COMPLETED BY THE CUSTOMER

Account Number _____
Account Name _____
Physical Address _____
Mailing Address _____
Phone Number _____ Capacity of swimming pool (gallons) _____
_____ Full pool fill _____ Partial pool fill

Amount of water in pool before filling(X):
_____ Empty _____ Quarter _____ Half Full _____ Three-Quarter Full

When pool is emptied (for any reason) where does the water go? Please provide details of the process for your pool water disposal: _____

Into: (X) _____ Ground _____ Sanitary Sewer _____ Storm Sewer _____ Other

Date to Begin: _____ Date to End: _____

I do hereby certify that the above information is true/correct and request that a ONCE ANNUAL POOL (SEWER ONLY) adjustment be made to my bill.

Signed: _____ Date: _____

****Required for pool Adjustments: A photo before pool is filled, A photo after pool is fully filled, and a photo that shows pool measurements.****

EMAIL PHOTOS TO: MIDDLEBOURNEMUNICIPAL@GMAIL.COM

The Town of Middlebourne will adjust sewer once (1) per calender year for filling pools, upon completion of this application, and all requirements met. Adjustments will only be processed for filling pools between April 1 and August 31 each calender year. Pools must hold a minimum of 3,000 gallons to qualify for a sewer adjustment. If it is determined that you qualify for this adjustment, it will be calculated on no more than the maximum gallons the pool will hold above your historical usage.

There is NO adjustment on water for filling a pool.

FOR OFFICE USE ONLY:

Received by: _____ Date: _____
Avg. Usage: _____
Beginning Reading _____ Ending Reading: _____
Pool Adj. (Gallons) _____ Adj. Completed: _____