



CITY OF HIGHLAND PARK

Return to Excellence

Office the Water Department
Director - Damon L. Garrett, PE
Metro Consulting Associates, LLC

WATER DEPARTMENT FORMAL DISPUTE FORM

Customer's Name: _____ Property Address: _____ Phone: _____	Location ID or Account Number: _____
<u>Date of Customer Bill in Dispute:</u> _____	<u>Amount in Dispute:</u> _____
<u>Reason for Dispute (check all that apply)</u>	
Excessive Usage <input type="checkbox"/>	Estimated Bill <input type="checkbox"/>
Late Fees/Penalties <input type="checkbox"/>	Meter Issue <input type="checkbox"/>
Other (please specify): _____	
Briefly state the grounds or basis upon which you believe the charges are incorrect. Attach additional documentation if needed. 	
<small>I certify that all statements made on this application are true and correct to the best of my knowledge and belief, and I understand that the making of any willful false statement of material fact herein will subject me any laws against making and filling of false instruments.</small>	
Date: _____	
Printed Name of Customer: _____ Signature of Customer: _____	
The Following Section is to be Completed by Water Department Staff	
Proposed Informal Resolution:	Date: _____
Formal Resolution:	Date: _____
<i>Please return form to the City of Highland Park Water Department at 14110 Woodward Avenue. Or email to: hpwaterdepartment@metroca.net</i>	