



Pool Adjustment Request

Pool adjustments are only done one time a year.

Pool adjustments are only taken from the sewer portion of the bill.

Completion of this form does not guarantee an adjustment will be made

The request will be evaluated and a determination will be made within 10-15 business days.

Email the completed form to Customerservice@cityofconway.com

Today's Date

Account Number

Customer Name

Service Address

Email Address

Phone Number

Date pool was filled

**Number of gallons used
and a brief discription**

For Office Use Only

Avg Usage

Current Usage

Pool Adj Calculation

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Determination (Attach additional paperwork if needed)

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Utility Billing Dept _____/_____/_____

Approved by _____/_____/_____