



City of West Branch

121 North Fourth St • West Branch Michigan 48661

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Appeal of Decision Regarding Request for Administrative Adjustment To Water/Sewer Bill

Name and contact information of individual requesting the administrative adjustment:

Name and property address for individual/entity responsible for water/sewer bill in question:

Relationship/interest of party requesting the adjustment (example: property owner, tenant, office manager, etc.):

Reason for Administrative Adjustment Appeal:

Water portion of the bill only Sewer portion of the bill only Both the water & sewer

portions what period are you requesting an administrative adjustment of your bill be applied to:

Reason Administrative Adjustment was denied

Has the responsible party taken corrective action as requested in the administrative denial?

Signature of individual requesting
administrative adjustment

Date
