



CITY OF PITTSBURG
Finance Department - Utility Billing Division
65 Civic Avenue, Pittsburg, California 94565-3814
Telephone: (925) 252-4940 Fax: (925) 252-6927

REQUEST FOR REVERSAL OF SEWER FEES

Current Date: _____

Customer Name: _____

Account No.: _____

Service Location: _____

Dates of Vacancy: _____

Contact Phone No.: _____

Email Address: _____

Customer Signature: _____

Requests for reversal of sewer fees will be processed within five (5) business days of receipt. Please mail, fax or drop off requests to the above address before the respective billing due date to ensure adequate process time.

City of Pittsburg Municipal Code - Title 13 (13.24.150)
Should there be any vacancies in dwelling units, which vacancies last for 30 consecutive days or longer with water service not being disconnected, the water user may apply to the finance director for the elimination of the sewer service fee charged for the vacant unit for the period of the vacancy. Water bill showing monthly usage of less than 3 Ccf (units) during the months of November to March, along with proof of vacancy as it becomes necessary, must be provided. After investigation the finance director may grant such adjustments for up to three (3) months per twelve (12) month period. A vacancy for 20 days within the billing period shall be deemed a vacancy for one month. Vacancies must be reported at the time the bill is paid. Credit will not be given for vacancies occurring more than 30 days prior to the billing period. Adjustments will be made only when the bill is paid in full.