



REQUEST FOR UTILITY BILL REVIEW

Inquires or complaints on a specific utility bill must be made before the due date.

Bills under review are still subject to penalty for non-payment. If the review results in an adjustment to the bill, the adjustment will appear as a credit on the account.

NOTE: Failure to receive a bill that was mailed to the current mailing address on file for the account, does not waive obligation to pay same when due.

Please include specific information about why you are seeking a review.

Name: _____ Date: _____

Utility Account Number: _____ Current amount of bill: \$ _____

Utility service address: _____

Is this property a rental? Yes No

Mailing Address (if different from service address)

Office Use
Date Received

Why do you feel the bill is incorrect? (be specific – attached additional pages if necessary)

City Response

Approved _____ Denied _____ Date _____ Supervisor Signature _____

Mail/Deliver to 1100 Delta Ave, Gladstone, MI 49837 or email to plebombard@gladstonemi.org

Allow up to 20 days for review