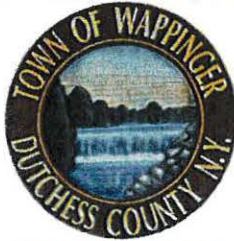


SUPERVISOR  
Joseph D. Cavaccini

WATER & SEWER  
Department Head  
Lee Anne Freno

WWW.TOWNOFWAPPINGER.US  
(845) 297-4158 - Main  
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(845) 297-1478 - Fax

## TOWN OF WAPPINGER



TOWN BOARD  
William H. Beale  
Angela Bettina  
Christopher Phillips  
Alfred J. Casella

TOWN CLERK  
Joseph P. Paoloni

HIGHWAY SUPERINTENDENT  
Michael Sheehan

## WATER & SEWER DEPARTMENT (845)297-1850

### UTILITY BILL PENALTY REMOVAL REQUEST FORM

#### CUSTOMER INFORMATION:

Name: \_\_\_\_\_ Account Number: \_\_\_\_\_

Service Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

#### PENALTY INFORMATION:

Bill Date: \_\_\_\_\_

Penalty Amount: \_\_\_\_\_

#### REQUEST DETAILS:

Please consider this a formal request to remove the penalty listed above from my utility bill.

Reason for Request (check one or more):

☐ Payment was made on time (proof attached)

☐ First-time penalty / courtesy removal requested

☐ Other (please specify): \_\_\_\_\_

Explanation (if needed): \_\_\_\_\_

#### Supporting Documents Attached:

☐ Proof of payment

☐ Other: \_\_\_\_\_

Submitted by: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

#### ***COMPLETION OF THIS FORM DOES NOT GUARANTEE REMOVAL OF THE PENALTY***

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For office use only:

Financial Credit History (per Tyler): \_\_\_\_\_ Previous Requests: \_\_\_\_\_

Approved/Denied: \_\_\_\_\_

Joseph D. Cavaccini, Supervisor