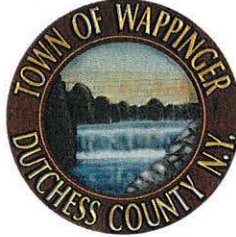


TOWN OF WAPPINGER

WATER & SEWER
Department Head
Lee Anne Freno

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JOSEPH D. CAVACCINI
SUPERVISOR

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(845)297-4158

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

For office use only:

Financial Credit History (per Tyler): _____ Previous Requests: _____

Approved/Denied: _____
Joseph D. Cavaccini, Supervisor