

*City of Garrett*  
*Utility Department*

P.O. Box 120  
130 S. Randolph St.  
Garrett, IN 46738

Phone: (260) 357-4400

Email: [utilities@garrettindiana.us](mailto:utilities@garrettindiana.us)

**2024 SWIMMING POOL FILL FORM**

To qualify for **one (1) Annual pool fill credit**, the following criteria must be met:

- 1) The form must be completely filled out and submitted to City Utilities Billing Clerk ***within ONE (1) week*** after the pool is filled. It may be placed in the drop box on W Keyser St by City Hall.
- 2) The form must be signed by the account name holder.
- 3) ***The water readings must be correct.*** Water meters are located **INSIDE**. It is the responsibility of the customer to identify the correct meter for the water readings. Do not submit electric meter readings (electric meters are located outside).
- 4) A resident will not receive credit for both a swimming pool fill and a Summer Sprinkling Credit in the same month.
- 5) The credit is applied only to the sewer charge. The water usage is not credited since the water is consumed. The minimum sewer charge is required.
- 6) **No credit will be issued to an account with a past due balance. Payments are due by 16<sup>th</sup> of the month.**

ACCOUNT NAME \_\_\_\_\_ ACCOUNT \_\_\_\_\_

SERVICE ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

**START** DATE FILLED: \_\_\_\_\_

**WATER METER READING PRIOR TO FILL START**

\_\_\_\_\_

**END** DATE FILLED: \_\_\_\_\_

**WATER METER READING AT END OF FILL**

\_\_\_\_\_

SIGNATURE OF ACCOUNT HOLDER \_\_\_\_\_

DATE SUBMITTED TO UTILITY BILLING OFFICE \_\_\_\_\_

**OFFICE USE ONLY**

RECEIVED BY: \_\_\_\_\_

DATE RECEIVED IN UTILITY OFFICE: \_\_\_\_\_

BALANCE DUE: \_\_\_\_\_

CHARGE: \_\_\_\_\_

**SEWER CREDIT APPLIED**

\_\_\_\_\_