

LBWSC Customer Issue Information Form

Today's Date _____	Account Number _____
Name on Account _____	Name of Person Filing Request _____
Service Address _____	Address _____
Phone _____	Phone _____
Email _____	Email _____

Please give a detailed description of the concern, including dates in question, as well as, facts and any supporting documentation that could help us to resolve the issue in a fair manner.

What are you requesting the outcome to be? _____

Please submit this form either by:

Fax: 936-856-1427
Mail: P.O. Box 893 Willis, TX 77378-0893
In Person at: C & R Water Supply, Inc.
114 Danville St.
Willis, Texas

The Board will require your presence at our monthly meeting to share your concern. We will do our best to resolve your issue in a timely manner, but be aware that we only meet once a month, on the second (2nd) Thursday.

Completion of this request does not guarantee an adjustment will be made to your LBWSC bill. Water loss due to a leak on the customer's side, theft, vandalism, or construction damage is not covered and is the responsibility of the customer. All requests will be evaluated on what information is given and our best judgement of the situation.