

BUREAU OF SANITATION - FINANCIAL MANAGEMENT DIVISION (FMD) SEWER SERVICE CHARGE (SSC)/REQUEST FOR INFORMATION

Please print, fill in form and mail to FMD. If your question does not involve a specific address, just fill in the appropriate information. We will need at least the following so that we can start an SSC adjustment investigation. The Department of Water & Power is designated as DWP below.

Your name *: _____ (* - Required if requesting an adjustment)
 Your e-mail address _____ Are you being billed SSC by DWP? Y / N
 Billee Name *: _____ # of DWP water meters: _____
 Is the property connected to a City of LA sewer? Y / N Unsure: ___ **Send copy of DWP bill(s)***
 Service Address *: _____ Square footage of non-irrigated areas: _____
 Mailing Address: _____ Buildings: _____ Garage: _____
 City, State Zip: _____ Driveway: _____ Walkways: _____
 Home Phone #: _____ Patio: _____ Misc. Paved Area: _____
 Daytime Phone # *: _____ Irrigation-only meter(s)?: Y / N _____
 Fax #: _____ Pager #: _____ Area watered by meter(s) above: _____
 Do you have Ultra-Low-Flush (ULF) toilets?: Y / N Number: _____ Occupants: _____
 Vacancy Period: _____ Water leak: Y / N Repair date: _____
 Type of property (home, [apartment / >4 units, commercial](#), etc) *: _____
 State your request (required*): _____

If you only want to send comments, click [Comments](#).

Are you paying the Los Angeles County Sanitation District (CSD) charge? _____ (The charge would be shown under DETAIL OF TAXES DUE as SD-SAN DIST # __.) If yes, send copy of tax bill.

I certify to the foregoing facts under penalty of perjury. In sending this information, I acknowledge that this application form and any attachments are public documents and are available for inspection and review by the public at any time.

SIGNED: _____ **Date:** _____

NOTE: If you are not the actual Los Angeles Department of Water and Power (DWP) billee, the billee must sign an authorization that you can process the request. Along with your DWP bill, **send** the letter to us at: **Bureau of Sanitation, Commercial or Residential SSC, 433 S. Spring St. Suite 400, Los Angeles, CA 90013** or fax to FMD at 213 473-8060, or 473-7977. A copy of the County tax bill for the property is required if applying for a [CSD](#) adjustment.

People within the County of Los Angeles may call the Bureau of Sanitation at 1 800 540-0952 or at 213 473-8413 for all other locations. Written information is available for the following: [SSC](#), SSC Refund forms, [Residential Private Water Sub-meters](#), [Commercial Private Water Sub-meters](#) and [Winter Water Use \(WWU\) Pamphlets](#). You may also go to the [DWP](#) site to get additional [residential](#) and [commercial](#) water conservation information.

Thank you from all of us at the Bureau of Sanitation.

Go to: [Sanitation Services](#) [FMD](#)