



**CITY OF PITTSBURG  
FINANCE DEPARTMENT – UTILITY BILLING  
65 Civic Avenue  
Pittsburg, California. 94565-3814  
Telephone: (925) 252-4940**

**REQUEST FOR WATER DEPOSIT REFUND**

I, the registered name on the account, hereby request to have my security deposit refunded to me. I understand that this request will only apply if I had made timely and full monthly payments on my account for the consecutive 12 (twelve) month period from the time the deposit was collected and have not had any recent or previous activities that would limit the City's ability to recover revenue.

Should there be a delinquency on my water account that results in a shut off of my water services, I agree that my account will be assessed with a \$250 deposit. This deposit is refundable upon request only after I have a one-year history of no delinquencies or shut offs.

Refunds will be adjusted by any outstanding balance on the account at the time of this request. Depending on the timing of this request, it could take up to two weeks to process the refund. **Refund checks will be mailed to the mailing address specified on the water account.**

\_\_\_\_\_  
Name on Utility Billing Account

\_\_\_\_\_  
Utility Billing Account Number

\_\_\_\_\_  
Service Address

\_\_\_\_\_  
Contact Phone Number

\_\_\_\_\_  
Driver's License #

\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date