**Water Bill Adjustment Policy**

**It will be the policy of Improve Water Association to adjust a water bill once per account for the duration of that account.**

 **The procedure for adjusting a water bill shall be as follows:**

1. **Take the bill being adjusted**
2. **Subtract the user’s average bill from it**
3. **Half the overage with the customer**
4. **The customer pays the average bill plus half the overage**

**The bill may only be adjusted by the manager of Improve Water Association**

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**Don Thomas President of the Board**

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**James Pittman Vice-President of the Board**

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**Charles McCaskill Secretary of the Board**

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**Rev Versie Dee Lee Treasurer of Board**

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**O.L. Hughes Board Member**