



**San José Municipal Water System  
REQUEST FOR WATER USAGE BUDGET ADJUSTMENT**

**FOR NON-RESIDENTIAL OR IRRIGATION CUSTOMERS**

**NOTE: Prepare one Request per Service Agreement number**

Customer Information

\_\_\_\_\_ Date

Company Name: \_\_\_\_\_ Acct#: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Service Address: \_\_\_\_\_ Service Agreement # (on letter): \_\_\_\_\_

Allocation Month	Present Allocation (HCF)*	Additional Requested (HCF)*	Total Allocation Requested	Allocation Month	Present Allocation (HCF)*	Additional Requested (HCF)*	Total Allocation Requested
June				July			
August				September			
October				November			
December				January			
February				March			
April				May			

\* HCF = Hundred Cubic Feet, 1 HCF = 748 Gallons

For proper consideration of your request, the following information must be submitted:

1. Attach calculations used to determine the monthly water budget requested.
2. Describe briefly how the requested additional water will be used.
3. Describe the undue hardship or economic impact that would result if request is denied.
4. Describe alternatives considered.
5. Describe any water conservation measures that have been taken or are imminent to reduce water usage at the location of the water meter in question.

**Please return completed form to the following:**

San José Municipal Water System  
Water Conservation Program  
3025 Tuers Road  
San José, CA 95121

Your request will be reviewed, and if approved, your budget will be adjusted accordingly. You will receive a confirmation letter in the mail.

FOR OFFICE USE ONLY

Approved by \_\_\_\_\_ Date \_\_\_\_\_ Entered by \_\_\_\_\_ Date \_\_\_\_\_