

**Lynnfield Center Water District**  
83 Phillips Road  
Lynnfield, Massachusetts 01940  
Phone +1.781.334.3901  
FAX: +1.781.334.3013  
[Info@LCWD.US](mailto:Info@LCWD.US) ❖ [www.LCWD.US](http://www.LCWD.US)



# APPLICATION FOR ABATMENT

**Water Usage Charges** (adopted 12-16-19)

Abatement Requests must be in writing to the Lynnfield Center Water District (LCWD) within 30 days of the bill date. All requests are subject to discretion of the Board of Commissioners. This process does not exclude residents from paying their bill per the printed due date. If a favorable result is recommended by the Board, a credit to the account or payment will be issued. Please keep in mind abatement request decisions can take up to 45 days to issue.

Account Number: _____	Bill Date: _____
Name of Applicant: _____	Mailing Address: _____
Email: _____	
Telephone Number: _____	Cell: _____
Meter location (if different from above address): _____	

*The above-named person aggrieved by a water user charge hereby applies for abatement for reason(s) noted below.  
Check all appropriate box(s)*

- Home unoccupied - water meter removed/shut off on: \_\_\_\_\_
- Estimated water meter confirmed by LCWD Operations on: \_\_\_\_\_ and repaired on \_\_\_\_\_
- Incorrect meter reading confirmed by LCWD Operations on: \_\_\_\_\_
- Unknown water leak began during billing period; leak fixed on: \_\_\_\_\_
- Dispute amount of labor/equipment charge for after hour call out: \_\_\_\_\_
- Other \_\_\_\_\_

Please give reasons/support documentation regarding why this abatement is being requested. Include any bills incurred to fix the problem as well as proof of payment. Photos to assist in demonstrating the situation will help as well. Abatement applications without reasonable back up and proof of issue may not be heard. (Please attach all exhibits & additional narrative as required.)

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Signature of Applicant: \_\_\_\_\_

**Send Correspondence to:**  
LCWD, c/o John Scenna, Superintendent, 83 Phillips Road, Lynnfield, MA 01940 or [LCWD@LCWD.US](mailto:LCWD@LCWD.US)