



Chesterton Utility Billing Office

1490 Broadway, Suite #2

Chesterton, IN 46304

Phone: (219) 926-1572

Fax: (219) 929-1428

**TO AVOID BEING CHARGED SEWAGE ON THE WATER USED TO
FILL A SWIMMING POOL:**

1. RECORD THE DATE YOU BEGAN FILLING THE POOL
2. RECORD THE READING ON YOUR WATER METER
3. RECORD THE DATE YOU FINISHED FILLING YOUR POOL
4. RECORD THE READING ON YOUR WATER METER AGAIN
5. **TO READ THE WATER METER:** SHINE A FLASHLIGHT ON TOP
AND RECORD THE SECOND SET OF NUMBERS THAT FLASH

**AFTER YOU HAVE COMPLETED FILLING THE POOL: MAIL,
FAX OR BRING THIS INFORMATION TO THE OFFICE. OUR
FAX # 219-929-1428**

PLEASE REPEAT THIS PROCESS ANY TIME YOU HAVE TO
FILL OR TOP OFF THE POOL. **YOU MAY MAKE COPIES OF
THIS FORM TO KEEP ON HAND.**

POOL ADJUSTMENTS

BEGINNING READING: _____ DATE: _____

END READING: _____ DATE: _____

POOL SIZE

HOW FAR BELOW SKIMMER WAS WATER LEVEL? _____

WIDTH: _____ LENGTH: _____

DEPTH: _____

CUSTOMER NAME: _____

ADDRESS: _____

CUSTOMER ACCT #: _____