

Date

Name
Address
C/S/Z

Re: Sanitary Sewer Problem

Dear _____,

If you do not own this home, please forward this information to the homeowner immediately for action.

The City has been mandated by state and federal regulations to remove storm water from the sanitary sewer system. This storm water causes several different problems for our system and costs everyone more money to treat it as sewage.

Sewer smoke testing has been conducted in several sections of _____(city)_____. You are receiving this letter because your house located at _____ is listed as having the following illegal storm to sanitary cross connection and must be repaired.

Yard Drain Smoked

Accompanying this letter is an offer by the _____(utility)_____ of _____(city)_____ to make the needed repairs at no cost to you. The yard drain that smoked can be plugged at no cost to you. The yard drain must be plugged within **90 days**. This procedure could cause ponding in your yard, but the City will not be able to help you with that problem. If you choose to plug it yourself, it will be necessary for us to inspect the completed work. If you would like for us to come to your home and explain what will be required, you can call our office at _____(phone)_____.

Please consider the City's offer and return your response to _____(utility)_____. If your response is not received within 30 days of notification, our offer will be rescinded. All repairs will then become your responsibility.

If you have any questions, please call our office for assistance at _____(phone)_____.

Sincerely,

_____(name)_____