

LATE FEE/INTEREST/FINE WAIVER REQUEST

1. Please complete this form to request a waiver of any late fees, interest and/or fines that have been billed to your account. Assessments are the personal responsibility of the owner; however, extenuating circumstances may occur, which will be considered on a case-by-case basis.
2. Justifications for waiver requests that will not be considered include claims of mail receipt by the postal service or dates other than the date a payment was received compared to a due date.
3. Please include/attach any pertinent information and/or supporting documentation. All determinations will be final and waivers will not be granted more than once within a 12 month period.

DATE:		AMT. TO BE WAIVED:	
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ACCOUNT NO.:		PHONE NUMBER:	
PROPERTY ADDRESS:			
PROPERTY OWNER:			
EMAIL ADDRESS:			

JUSTIFICATION / EXPLANATION:

ADDITIONAL DOCUMENTS ARE ATTACHED (CHECK IF THIS APPLIES)

SIGNATURE