



Variance Request for Increased Water Allocation

This form is to request a water allocation greater than the standard amount PWD uses. If you believe you need an increased allocation--based on the criteria listed below--you must complete and return this form in its entirety. Incomplete applications, including applications without requested supporting documentation, will not be reviewed. PWD keeps water rates low by reducing purchases of expensive water from outside the local area. Variances may be approved only for the reasons listed on this application.

Account Name: _____ **Account #:** _____

Owner's Name: _____

Service Address: _____ **Phone:** _____

I request increased water allocation for the following reason(s):

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1. More than 4 Full-time residents in household

Total Persons in Home: _____

Please provide the names and relationship of residents in household

Name:	Relationship:	Name:	Relationship:
1 _____	_____	5 _____	_____
2 _____	_____	6 _____	_____
3 _____	_____	7 _____	_____
4 _____	_____	8 _____	_____

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2. Licensed Child Care (in home) Facility Please submit a copy of a valid Family Child Care Home license
Total number of children: _____

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3 Adult Day Care Facility (in home) Please submit a copy of a valid Adult Day Care license
Total persons currently cared for: _____

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4. Medical Needs (Please submit verifiable medical documentation)

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5. Other Circumstance Explain: _____

Please allow 4 to 5 weeks to process your variance request. Once approved and processed, variances will be applied to future billings

_____ I affirm, under penalty of perjury, that I am the above account holder and the information contained herein, including supporting documentation, is complete and accurate. I further understand that all variances are subject to change and I may be liable for back charges if I provide incorrect information.

Signature _____ **Date:** _____

Daytime Phone (Required): _____ **Email:** _____

Office Use Only:	
Date Received: _____	Documentation Submitted: _____
Total Adjustment: \$ _____	
Data Entry Completed Date: _____	Representative: _____

Please return completed form to:
Palmdale Water District
2029 East Ave Q
Palmdale, Ca. 93550
Fax: 661-947-8604



Variance Application Information

Print out pages one & two. Send Variance Application (page one) to Palmdale Water District at 2029 East Ave. Q. Palmdale, Ca. 93550 along with proper documentation. Copies should also be kept for your records.

Number of people in household:

The indoor water budget for single-family residential customers is calculated assuming four (4) people per household. If you have more than four people living in your household year round, you can apply for a variance. Customers will receive an additional 60 gallons per person per day for each additional person. Include the number of people in the household and provide the names and relationships in household. List their first and last names on the "Variance" form.

Documentation must be presented with the Variance Application in order to be approved. Acceptable documents displaying address of application are as follows:

- Copy of last year's income tax return (first page only, listing dependants) other information can also be used such as....
- Valid California Driver's license
- Formal change of address form from USPS
- Lease agreement
- Voided blank checks with pre printed name and address
- Children-A child's Birth Certificate, current year student I. D. card or current year report card

Licensed In-Home Childcare or Eldercare Facility:

If a resident is being used as a licensed childcare or eldercare facility, include a copy of your business license. List the number of children or elderly. When approved, an additional 500 gallons/child/month and 1,000 gallons /adult/month will be added to your indoor water budget.

Medical needs:

Please provide verification from a healthcare provider. All medical information will be kept confidential.

Before submitting the application, please read the following:

Information contained on the application form is subject to an audit (PWD reserves the right to audit Variance Applications). As an applicant subject to an audit, you must agree to: provide acceptable documentation of the actual household population. Such documentation may include, but not limited to; copies of Federal 1040 tax forms, driver's licenses or other records that show proof of residence. If information supplied in the application is found to be false, the fees and charges will be adjusted retroactively to the date of the application and penalty fees may apply. Appropriate fees and charges will be added to the next water service bill for the address on the application.