

MEMORANDUM

To: Vicki Tessmer, Supervisor, Board Records
Through: Colleen Harris, Utility Accounts Control Supervisor
From: Carmen Camarda, Customer Service Rep II
Date: September 10, 2020
Subject: Refund Request

Refund Request Information

Petitioner

Terrace 3 At Riverstrand
6519 Grand Estuary Trail
Bradenton, FL 34212-7248

Reason for Request

On August 25, 2020 the account balance was zero. On August 25, 2020 a billing adjustment was made to correct the 6" fireline charges for the billing period of October 30, 2016 through July 31, 2020 which brought the credit balance to \$1,117.80.

We are therefore requesting a refund of \$1,117.80, minus future monthly billing charges on this account.

Refund Amount: \$1,117.80

Record/Invoice/Account # 257200-146464

Authorization

Colleen Harris approved this refund request on 09/10/2020.

Disclaimer

In an attempt to protect individual privacy and to adhere to Payment Card Industry security standards, backup information for this transaction has been omitted. You may request materials related to this transaction by making a Public Records request online at www.mymanatee.org/records or by calling (941) 742-5845.