

# CITY OF ANDERSONVILLE

## APPLICATION FOR UTILITY SERVICE

Receipt # \_\_\_\_\_

Initials \_\_\_\_\_

Applications are processed on a first come — first serve basis and will be processed before the end of the next business day.

**PERSONAL IDENTIFICATION AND RENTAL/OWNERSHIP DOCUMENTATION REQUIRED. FALSE STATEMENT OR INCORRECT INFORMATION LISTED COULD RESULT IN NO SERVICE OR DISCONNECTION.**

### **APPLICANTS - PLEASE PRINT**

\*NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ LAST 4 DIGITS OF SS NUMBER: \_\_\_\_\_

DRIVER LICENSE NUMBER: \_\_\_\_\_ STATE ISSUED: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

*(Where you want utility service to be turned on.)*

MAILING ADDRESS: \_\_\_\_\_

*(If you want your bill mailed to a location other than where you are turning on utility service.)*

YOUR EMPLOYER: \_\_\_\_\_ Phone: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Utility Service Required: \_\_\_\_\_ Water \_\_\_\_\_ Natural Gas \_\_\_\_\_ Sewer

Location Category: \_\_\_\_\_ Residential \_\_\_\_\_ Business

Do you own or rent the property where you are getting service turned on? \_\_\_\_\_ Own \_\_\_\_\_ Rent

If you rent, please list the landlord's name and contact telephone number:

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Have you ever had utility service with the City of Andersonville before: \_\_\_\_\_ Yes \_\_\_\_\_ No

If "Yes" please list the name, year, and address of your prior service with us:

Name: \_\_\_\_\_ Year: \_\_\_\_\_

Address: \_\_\_\_\_

Name of your LAST Water OR Natural Gas Supplier: \_\_\_\_\_

### BEGINNING METER READINGS

Date: \_\_\_\_\_ Initials: \_\_\_\_\_

Water: \_\_\_\_\_ Gas: \_\_\_\_\_

**DEPOSIT REQUIREMENTS:** All new customers must establish a utility security deposit/connection fee for each type of utility service requested. Current fees are listed on the Utility Rate Schedule. Deposits can be transferred to a new address if the customer is current with all accounts, requiring a new service application and potential deposit adjustments.

**NAME CHANGE:** Name changes are not allowed after an account is activated. However, exceptions can be made with legal documentation, such as marriage, divorce, death, or name change certificates. Account holders can also add an authorized user to the account at any time.

**DISCONNECTION POLICY:** Accounts with a past due amount not paid by close of the PAST DUE PAYMENT DATE will be charged a DISCONNECTION ADMIN FEE of \$50.00 per utility. Accounts will also be subject to disconnection. There will be a RECONNECTION FEE of \$50 per utility to have service reinstated. Services will be reconnected after the past due balance and fees are paid in full. *Bills must be paid on time; failure to receive a bill does not waive this responsibility. Contact the office if you do not receive your bill.*

The City of Andersonville does not disconnect natural gas service if the local temperature is forecasted to be below 32 degrees Fahrenheit for the ensuing 24-hour period.

**UTILITY CONNECTIONS (INCLUDING RECONNECTIONS):** For same day service, requests must be made at the city office by 3:00 p.m. Requests after 3:00 p.m. will be performed the following day or incur a \$50 After Hours Connection fee, per utility.

**SPECIAL METER READING FEE:** The city will make a special meter reading at the request of a customer for a fee of \$5.00; however, if the special reading discloses that the meter was misread, no charge shall be made.

**RETURNED CHECKS:** or nonpayment of a returned check, a \$35 fee per check, the check's face value, a \$50 disconnection fee, and a \$50 reconnection fee per utility apply. After two returned checks within six months, the account will be marked "NO CHECKS ACCEPTED" for 12 months.

**PRIOR ACCOUNTS:** Any prior City of Andersonville utility account with an outstanding balance not divulged or discovered at the time this application is completed and confirmed as yours will be transferred to your "new" account.

**PAYMENT METHODS:** Payments to the City of Andersonville may be made by check, cash, money order or bank draft.

**THEFT OF UTILITY SERVICE:** Theft of City of Andersonville utility service is subject to prosecution based on Georgia law.

**CONSUMER RIGHTS TO CONTEST A DISPUTED BILL:** Nothing herein shall relieve the customer of being current with said utility account and continuing to remit payment for utility service received while the accuracy of such bill is being investigated/appealed. If such bill is determined to be in error, no late fees, penalties, or interest shall accrue and same shall be refunded where applicable.

**I hereby submit my application, accepting any applicable terms and conditions, and warrant that the information being submitted is complete and accurate to the best of my knowledge. I have read and understand my responsibility to pay for utility services received, and acknowledge receipt of the City of Andersonville Gas Department's Information brochure providing important safety and emergency contact information.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_