



ACCOUNT NUMBER - FOR OFFICE USE									

UTILITY SERVICE APPLICATION

2716 Broad Street • Austell, Georgia 30106 • (770) 944-4300

Submit application in person or email to cityhall@austellga.gov

APPLICATIONS WILL NOT BE ACCEPTED, OR WATER TURNED ON, WITHOUT THE FOLLOWING INFORMATION:

1. **\$25 Application Fee**
2. **\$100.00 deposit** – Deposit can be waived IF 1) applicant can provide two letters of two consecutive years of credit history with a previous utility provider or 2) applicant has a two year consecutive service history with the City of Austell with no late fees, service charges, or penalties. This request **MUST** be in writing.
3. **Picture identification** - Must match the person on the account being requested.
4. **Rental or lease agreement** – If applicant does not own the property where service is located, a copy of the rental or lease agreement must accompany this application. Proof of ownership will be required if applicant is the owner of the property.

APPLICANT NAME		EMAIL ADDRESS	
SERVICE ADDRESS			
MAILING ADDRESS (if different from above)			
CITY		STATE	ZIP CODE
TELEPHONE NUMBER ()	CELLULAR TELEPHONE NUMBER ()	SOCIAL SECURITY NUMBER / TAX IDENTIFICATION NUMBER	
DRIVERS LICENSE NUMBER		DATE OF BIRTH	
HAVE YOU PREVIOUSLY HAD SERVICE WITH THE CITY OF AUSTELL? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, PLEASE LIST ADDRESS:			
APPLICANT EMPLOYER NAME		EMPLOYER'S TELEPHONE NUMBER ()	
SPOUSE NAME	SOCIAL SECURITY NUMBER	SPOUSE CELLULAR TELEPHONE NUMBER ()	
SPOUSE EMPLOYER NAME		EMPLOYER'S TELEPHONE NUMBER ()	
NEAREST RELATIVE – NOT LIVING WITH YOU			
NAME		TELEPHONE NUMBER	RELATIONSHIP

All water bills are due and payable by the 15th of each month. If the bill is not paid by this date, an automatic 10% late charge will be added to the past due balance. If a past due amount is shown on the bill, the full amount is due and must be paid or service will be discontinued without further notice. Additional charges will apply for restoration of service and any other costs incurred in settling your account. Failure to receive a bill does not entitle delayed payment. There will be a \$25.00 returned check fee for all checks returned due to insufficient funds or closed accounts, in addition to a \$20 service fee. Applicant is responsible for all charges for this account. Termination of services **MUST** be in writing through a "Disconnect" form.

I understand, and hereby agree to the following: (1) falsification of any of the above information may result in immediate disconnection of service without notice; (2) failure to pay account in accordance with the City of Austell's policies will result in disconnection of service; (3) failure to pay final bill will result in account being submitted to collections. I will, as a result, be responsible for all late charges, interest and collection costs, including reasonable attorney's fees; (4) no one living in my household has an outstanding balance owing the City of Austell; and (5) water is temporarily connected until records have been verified and approved.

SIGNATURE	DATE
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