



Account # _____

UTILITY SERVICE APPLICATION

5000 Austell Powder Springs Rd Suite 300

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.

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|---|-------------------------|--|--------------|
| APPLICANT NAME | | EMAIL ADDRESS | |
| SERVICE ADDRESS | | | |
| MAILING ADDRESS (if different from above) | | | |
| CITY | | STATE | ZIP CODE |
| TELEPHONE NUMBER () | CELL NUMBER () | SOCIAL SECURITY NUMBER / TAX IDENTIFICATION 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 () | |
| EMERGENCY CONTACT | | | |
| NAME | | TELEPHONE NUMBER | RELATIONSHIP |

All water bills are due by the 15th of each month. Any balance unpaid after this date will incur an automatic 10% late fee. If a past-due balance appears on the bill, the full amount is immediately due and must be paid to avoid service discontinuation without further notice. Additional fees will apply for service restoration and any costs incurred in resolving the account. Failure to receive a bill does not relieve the obligation of payment. A \$25 returned check fee, plus a \$20 service charge, will be applied for all checks returned due to insufficient funds or closed accounts. The applicant is responsible for all charges associated with this account. Requests for termination of service must be submitted in writing using the Disconnect Form

By applying for service, the applicant acknowledges and agrees that:

1. Providing false information may result in immediate disconnection without notice;
2. Failure to pay in accordance with City of Austell policy will result in disconnection of service;
3. Failure to pay the final bill will result in the account being sent to collections, and the applicant will be responsible for all late fees, interest, collection costs, and reasonable attorney's fees;
4. No person residing in the household has an outstanding balance with the City of Austell; and
5. Water service is temporarily connected pending verification and approval of records.

| | |
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| SIGNATURE | DATE |
|-----------|------|