



Account #: _____

Work Order #: _____

City Of McDonough

Contract for Business/Management Company Water/Sewer Service

Today's Date: _____

Date to Start Service: _____

Provide the Name, SS# or EIN # & Driver's License # for each person listed on the lease/purchase agreement. Use the back of this form for additional names, Social Security and Driver's License #s.

Business Name

EIN #

State - Driver's License #

Email Address

Telephone #:

Management Company Name

EIN #

State - Driver's License #

Email Address

Telephone #:

Service Address: _____
Street Address City, State Zip

Billing Address: _____
(If different from above service address) Street Address City, State Zip

[] Have you or anyone on the lease/deed had Water/Sewage/Garbage service in The City of McDonough?
If YES, what was the name on the account and the street address?

Account Name(s)

Service Address

Please check all applicable boxes

[] Do you OWN/PURCHASING your location? If YES, a copy of the settlement statement must be provided.

[] Are you a MANAGEMENT Company RENTING this location? If yes, a copy of the signed Lease Agreement must be provided.

[] Are you RENTING your location? If YES, a copy of the signed Lease Agreement must be provided.

Landlord/Leasing Company: _____ Phone #: _____

Office Use ONLY

Deposit Amount: _____ Date Paid: _____ Received By: _____

Work order Processed: Yes: _____ No: _____ By: _____ Date: _____

Sanitation order Processed: Yes: _____ No: _____ By: _____ Date: _____

Please initial the following statements indicating you have read and agree with each.

Billing

_____ Ref (13.04.250) Bills are mailed by the fifteenth of each month. Failure to receive a bill does **NOT** relieve your obligation to pay. Customer Service Department must be contacted if you do not receive a bill.

Disconnection for Non-payment

_____ Ref (13.04.270) Service to any property may be disconnected at any time in which payment is past due.

_____ Ref (13.04.250) If water service is suspended for non-payment, returned check or other violations, a fifty dollar (\$50.00) Administrative Fee and the outstanding balance must be paid to restore service.

Tampering with City property

_____ Ref (13.04.310) Tampering with city property is **PROHIBITED** and punishable by law.

_____ Ref (13.04.250) Once water service has been disconnected for **ANY** reason, service can only be restored by a City of McDonough Water Department employee. Customers and/or Landlords do not have the authorization to restore service. A one-hundred dollar (\$100.00) Locked Meter fee will be assessed for tampering with City of McDonough property. The tampering fee and the outstanding account balance must be paid before service will resume.

Discontinuing Service

_____ The account holder must submit a Disconnection of Service form when service is no longer needed. A picture ID **MUST** accompany the stop service request. Billing for water service will continue **UNTIL** the written request is received by the City of McDonough Customer Service Department.

Telephone Consumer Protection Act

_____ I the account holder consent to receiving emails, texts (SMS), auto-dialed and or artificial or pre-recorded message to my cellular phone or to any telephone number or email provided by me to The City of McDonough or its affiliates and their agents including, without limitation, any account management companies and independent contractors including debt collectors. I understand that consenting to the above is not required before I receive service from The City of McDonough.

Overpayment On Active Account

_____ The City of McDonough will not issue a refund for any overpayment made by a customer on a utility account. All overpayments will be reflected as a credit balance on the customer's account and will be applied to future bills.

To aid The City of McDonough Water Department in the review and acceptance of the Contract of Service Application, Applicant unconditionally agrees to comply with all applicable Ordinances, rules and regulations currently in force and any that may be later amended, and to promptly pay for all services provided. This includes all service billings, late fees, and other fees and charges as they may apply.

Name _____
Print

Signature

Name _____
Print

Signature:

Date: _____

**Submit completed service application form, picture ID, and settlement statement or lease agreement to:
City of McDonough Customer Service Department, 136 Keys Ferry Street, McDonough, GA 30253
or Fax to (770)957-7231 or email to customerservice@mcdonoughga.org**

REVISED : 11/08/2023