

**COMMERCIAL SERVICE APPLICATION
WATER / SEWER**

City of Smyrna Utility Services
2800 King Street, Smyrna, GA 30080

Office: (678) 631-5338
Fax: (770) 319-5334
Email: water@smyrnaga.gov



Applications will NOT be accepted nor water service turned on without the following completed information: **NO SAME DAY SERVICE**

- | | | |
|-----------------------------------|------------------------------|---------------------------------------|
| Proof of identification required: | Proof of ownership required: | First bill will apply following fees: |
| • State Driver's License | • Closing document | • \$100 Deposit |
| • State ID | • Tax records | • \$ 25 Service Fee |
| • Passport | • Limited warranty deed | |

Service Address: _____	City of Smyrna Occupational Tax Certification Number: _____
Start Date Requested: _____ <small>NO SAME DAY SERVICE</small>	Preferred name on bill: _____
MAILING ADDRESS (if different from above)	
Address: _____	City: _____
	State: _____ Zip Code: _____
CONTACT INFO	
Home phone number: _____	Cell phone number: _____
Email: _____	Paperless bill: Yes <input type="checkbox"/> No <input type="checkbox"/>
Currently or had previous service? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If so, enter address: _____	

- All water bills are due and payable the last working day 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 and the total bill amount becomes due the 20th day of the month following the billing date.*
- Applicant is responsible for all charges until applicant has requested service to be terminated in their name.**
 - If a past due amount is shown on the bill, the full amount due must be paid. Otherwise service will be disconnected without further notice.*
- Failure to receive a bill does not entitle delayed payment.**
- There will be a \$25.00 charge for all returned payments.**
- When water has been disconnected for non-payment, the total bill plus a \$25.00 service fee must be paid to restore service.**
- Service will be turned on next business day once COMPLETED application is received, unless future date is listed.**

I understand and hereby agree to the following:

- Falsification of any of the above information may result in immediate disconnection of service without notice;
- Failure to pay account in accordance with the City of Smyrna's policies will result in disconnection of service;
- All water passing through the meter is the customer's responsibility – any leaks that are repaired may be given a cost adjustment on the sewer portion of the bill upon submittal of repair receipt and verification of repair;
- Failure to pay final bill will result in account being submitted to collections – I will, as a result, be responsible for all late charges and collection costs;
- No one living in my household has an outstanding balance owing the City of Smyrna;
- Water is temporarily connected until records have been verified and approved;
- Deposits are refunded on final bill;
- Tampering with a water meter can result in criminal charges and fines as well as an additional deposit required on the account.

Signature: _____ Date: _____

Please keep a copy of this completed application for your records.
You will need to complete a new application and pay a new service fee each time you want service in your name at this address.