

CITY OF WAYCROSS, GEORGIA

Application for Commercial Utility Service

(912) 287-2900

Fax (912) 287-2946

www.waycrossga.com

Date _____
Business Name _____
Legal Type _____
Service Address _____
Mailing Address _____
City _____ State _____ Zip _____
Email Address _____
Contact Name _____
City Registration # _____ Tax ID # _____
Phone _____ Fax _____
Cell Phone _____ Local Phone _____
Name and address of owner or corporate headquarters:
Name _____
Address _____
City _____ State _____ Zip _____
Phone _____
Date Building Last Occupied _____
Have you applied for utility service in the past? Yes No

I certify that the above information is true and correct. The City of Waycross is free to investigate and verify any and all information herein and to obtain a credit report in connection with this Application for Commercial Utility Service. I also acknowledge that misinformation contained herein, late payment or nonpayment of any portion of a utility bill subjects the service to being discontinued without any notice. Failure to receive a bill does not alter the responsibility to pay the amount due.

Signature _____ Date _____
Customer

Rental Section

The undersigned has entered into a valid rental agreement with the applicant requiring the applicant to pay for utility services. If this form is not returned to the City, I am aware the billing will continue under the current customer's name.

Signature _____ Date _____
Landlord

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Instructions

Applicants are required to complete and return this form in person (applicant for service must bring in form). You will also need to provide your Social Security Card and Drivers License or some acceptable picture ID. **NO SERVICE WILL BE GIVEN WITHOUT THE PROPER IDENTIFICATION AND SUPPORTING DOCUMENTATION.**

The minimum deposit required for a renter is \$125.00. If you have a delinquent bill with the City of Waycross, your deposit will be \$200.00. You will also be required to pay the delinquent amount. The new service fee is \$15.00. All amounts are payable at the time of application.

Services disconnected for nonpayment will continue to be billed the minimum amounts. To discontinue billing, a work order must be signed by the customer to close the account.

Office Use

Under location inquiry, check to see if the service has been killed.

Check to see if "see code" is attached to the location address.

Look in location notes to see if there is any information pertaining to this location.

Check the services to make sure there is a meter there.

Certain locations using chemicals such as medical business require a backflow be installed. Contact water department.

Check the owner's and applicant's name for a delinquent bill. An additional deposit is required for renters with delinquent bills.

Determine if this application is filled out completely.

Copy customer's ID and social security card and attach to work order. (For partnerships and sole proprietors)

If the location has been vacant for over six months an inspection may be required. Contact Code Department.

Set up account and final the previous account if there is one.

Have customer sign the move-in work ticket.