

# UTILITY TAP APPLICATION



WATER & SEWERAGE AUTHORITY  
PROTECTING THE ENVIRONMENT AS WE SERVE

1023 Progress Rd.

Ellijay GA 30540

706-276-2202 / Fax 706-636-2210

Property Owners Name: \_\_\_\_\_

## Mailing

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Tap street address: \_\_\_\_\_ City: \_\_\_\_\_ Zip \_\_\_\_\_  
(This should be the 911 address)

Service(s) Requested: (Check all that apply) \_\_\_\_\_ Water \_\_\_\_\_ Sewer  
(Note that sewer service is only available to customers who are also on the water system)

Requested installation date (allow 4-6 weeks for installation): \_\_\_\_\_

Check the Box that Applies to this Tap:

**ALL NEW CONSTRUCTION MUST PROVIDE A COPY OF THEIR GILMER COUNTY BUILDING PERMIT**

\_\_\_\_\_ Residential New Home Construction

\_\_\_\_\_ Existing Residential Home (must provide property deed or plat)

\_\_\_\_\_ Commercial New Construction      Meter size requested \_\_\_\_\_

\_\_\_\_\_ Existing Commercial Building      Meter size requested \_\_\_\_\_

\_\_\_\_\_ Other-Explain: \_\_\_\_\_  
(Provide property deed, plat or building permit)

This application is made subject to the following terms and conditions:

The undersigned, his successors and assigns, agrees:

1. To pay to the Authority in accordance with published schedule of fees for the installation of the tap and service and to furnish without charge an easement for the right of way for any pipeline and appurtenances necessary for such installation and for maintenance and repair thereof;
2. that the utility service is limited to the use of only (1) family dwelling house or commercial building or applicant agrees to pay a multi-unit rate based on the number of units serviced;
3. to save and hold the Authority free of all damages resulting from the installation of the tap or the use thereof by the undersigned;

4. that in connection with the services to be performed, the Authority shall not be liable for damages to the dwelling or to any property of the applicant by reason of any action on the part of the Authority or the State of Georgia or their duly authorized officers, agents or employees;
5. that the Authority will install the meter as close as possible according to policy to the location determined by the undersigned; if no location is marked when crews arrive to install the tap, the Authority will determine the location of the tap. If for any reason, after the tap is installed that the undersigned wishes to have the meter moved to a different location, there will be an additional charge to cover the cost of the relocation;
6. to post street number or box number in a prominent location, visible from street or road;
7. to install a backflow prevention device in sewer service lateral;
8. that it is understood that once the meter is installed, the customer will be billed monthly in accordance with the current rate schedules, if the customer were to request that service be discontinued prior to one year from the installation date, the meter will be pulled and a drop in meter fee will be charged to reestablish service;
9. This application is valid for 9 months from the application date. If request for the installation of this tap exceeds the 9 month period, an extension may be requested, otherwise all monies will be refunded.

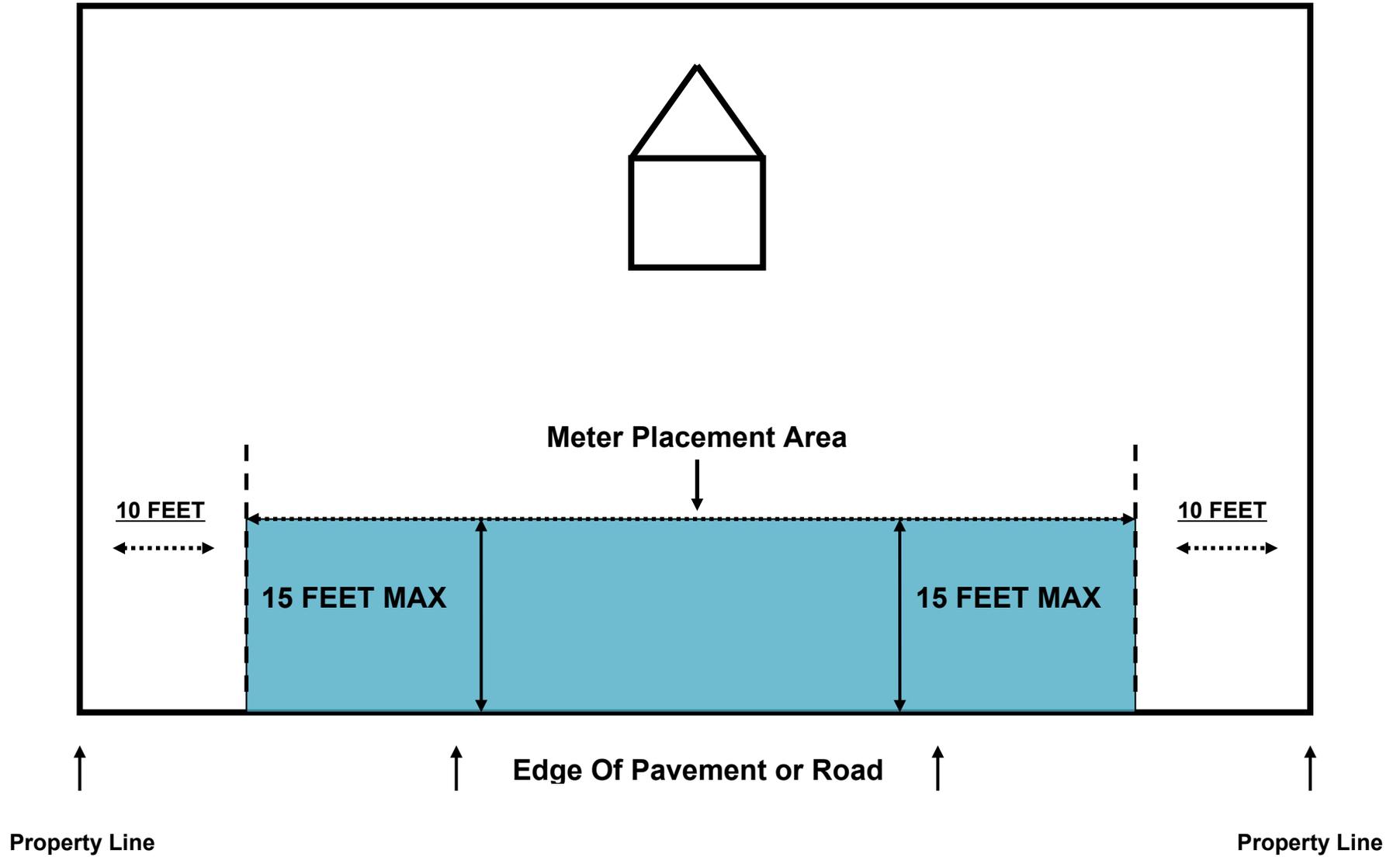
Signature of Property Owner \_\_\_\_\_ Date \_\_\_\_\_

EGCWSA Representative: \_\_\_\_\_ Date \_\_\_\_\_

SERVICE	TAP FEE	IMPACT FEE	DEPOSIT	CONNECT FEE
WATER	\$	\$	\$	\$
SEWER	\$	\$	\$	\$

TOTAL DUE: \$ \_\_\_\_\_

# Placement for Residential Water Meter



# Placement for Residential Water Meter

ELLIJAY-GILMER COUNTY WATER & SEWERAGE AUTHORITY

1023 PROGRESS ROAD, ELLIJAY GA 30540

Phone 706-276-2202 WEBSITE: EGCWSA.COM FAX 706-636-2210

RESIDENTIAL / COMMERCIAL CONTRACT – TERMS & CONDITIONS

FORM: CS1-04/2018

Customer # \_\_\_\_\_ Location # \_\_\_\_\_ Connection date \_\_\_\_\_

Picture ID is required to obtain service!

Date \_\_\_\_\_

Please Check Customer Usage Type: Residential \_\_\_\_\_ (full time or part time) Commercial \_\_\_\_\_ Restaurant \_\_\_\_\_ Industrial \_\_\_\_\_

Primary Name on Account: \_\_\_\_\_

If Individual: SSN (last 4 digits) \_\_\_\_\_ Driver License# \_\_\_\_\_ DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_

If Commercial Business: FID#: \_\_\_\_\_ Local Business License#: \_\_\_\_\_

(If applicable): Joint account holder or Person establishing commercial account:

Driver License# \_\_\_\_\_ Email Address: \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Service Address: \_\_\_\_\_ Email Address \_\_\_\_\_

Billing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Primary Phone \_\_\_\_\_ Second Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

In affixing my signature, I acknowledge that the above information is accurate; that I have read the application as well as the Ellijay-Gilmer County Water and Sewerage Customer Agreement below and on the reverse side of this application.

\_\_\_\_\_ Date \_\_\_\_\_  
Customer's Signature or Agent

IF YOU CANNOT PRESENT THIS CONTRACT AND REQUIRED GOVERNMENT ISSUED PHOTO IDENTIFICATION IN PERSON, WE REQUIRE NOTARIZATION TO COMPLY WITH THE FTC IDENTITY THEFT PREVENTION REGULATIONS. SERVICE WILL NOT COMMENCE UNTIL THESE REQUIREMENTS ARE MET.

Sworn to before me this: \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ Notary

Public \_\_\_\_\_

My commission expires \_\_\_\_\_

My seal is affixed to the right.



The signer of this agreement hereby applies for services from Ellijay-Gilmer County Water and Sewerage Authority subject to the following terms and conditions:

1. Applicant agrees to pay a deposit to the Authority for services rendered at the listed service address. The current rate of **deposit is \$100.00** for a standard 5/8"x3/4" residential or light usage commercial meter. Larger meters and high usage commercial meters such as restaurants require a deposit based on the current schedule of deposits in effect at the time. The deposit is subject to adjustment in order to be brought current with the prevailing rate; if it is considered necessary, in order to maintain the account. An increased deposit may be required for an overdue account. A water **service trip charge of \$25.00**, will be required in order to activate service during normal business working hours. Applications received after 3:00 PM are not guaranteed connection in the same day or may be required to pay an additional after hour's service trip.
2. Applicant agrees to comply with all rules and regulations applicable to such service. These include a copy of a photo identification card and social security or Federal tax identification number for each application and service location.
3. Deposits can be transferred to a new service location and are subject to a **transfer fee which is \$25.00** for each account transferred. **Any past due balance on the existing account must be paid before the new service location will be turned on and the transfer completed.**
4. Applicant agrees to pay for the full amount of water registered by the meter, at the rate that is in effect during the service period, whether the amount is due to usage, waste, leakage, or any other cause that is not the fault of the water system. **All payments are due by the 20<sup>th</sup> of each month** or the next working day, if the 20<sup>th</sup> falls on a non-working day. **Failure to receive a bill does not entitle delayed payment.**

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RESIDENTIAL / COMMERCIAL CONTRACT – TERMS & CONDITIONS

FORM: CS1-04/2018

5. Payments received after the due date will be subject to **late fees of \$10.00 or 10% of the overdue balance**, whichever is greater. Overdue accounts will be disconnected for nonpayment on the 28<sup>th</sup> of the month or the next working day if the 28<sup>th</sup> falls on a non-working day. The Authority does not offer uninterruptible service. Disconnected accounts will be subject to the administrative charge that is in effect at the time. The **current administrative charge is \$25.00 per overdue account**. A reconnection charge will be required for accounts that are reconnected during regular working hours, which are 8:00 am through 3:00 pm, on working days. The current charge for **regular hour reconnection is \$50.00**, during those times. Overdue accounts that are paid before 3pm will be reconnected the same day, whenever possible. However, same day reconnection cannot be guaranteed due to circumstances beyond Authority control. **If your account has been sent to collections, you will also owe the fee charged to us by the collection agency in order to reestablish an account with us.**
6. Reconnection that is requested after 3pm will be considered as an after hours reconnect and will be charged an after hours reconnection fee. The current **after hours reconnection fee is \$100.00** and will require a signature on an after hours agreement at the time of reconnection. An after hours agreement requires the overdue amount and related charges to be paid by 1pm on the following working day. If not paid by 1pm, the service will be disconnected and a second charge, equivalent to the after hours reconnect fee, will be added to the account. No reconnects will be done between 8pm and 8am.
7. Service calls, for problems on the customer's side of the water meter, such as to turn off the water due to a leak in the customer's plumbing, may be billed a water service trip charge. The current **water service trip charge is \$25.00 between the hours of 8am and 3pm and \$100.00 for after hours and weekends**. Water service that has been turned off due to a leak in the customer's piping will require the installation of a "Customer Cut-Off Valve", where one does not already exist, before the service will be turned back on. A Customer Cut-Off Valve is a valve that the customer can use to turn off their service line and it is placed between the water meter and the customer service line. This valve can be installed by a certified plumber or Authority service personnel. The current **charge for a Customer Cut-Off Valve is \$250.00 per installation**. Service calls, for problems with the customer's sewer service line, where the problem is found to be no fault of the public collection system piping, will be billed a sewer service trip charge. The current **sewer service trip charge is \$50.00 between the hours of 8am and 3pm and \$100.00 for after hours & weekends**.
8. The applicant agrees that in connection with the services provided, the Authority shall not be liable for damages to any property of the applicant's by reason of any action on the part of the Authority or the State of Georgia, or their duly authorized officers, agents, servants or employees. The Authority's responsibility is in the right-of-way or easement adjacent to the customer's property and not on the customer's property. Duly authorized agents of the Authority shall have access at all hours to the premises of the consumer for the purpose of installing or removing Authority property, inspecting piping, reading and testing meters or for any other purpose in connection with the water service and its facilities
9. The Authority will install backflow devices/assemblies on all new taps. After installation, the device/assembly will be the owner's responsibility to maintain and test, if the unit is testable.
10. The applicant agrees that the water service, to be rendered by the Authority, is limited to the use of only one (1) family dwelling (house, mobile home, etc.) or commercial building. The applicant agrees not to sell, furnish or permit water to be used through the meter by other parties or to connect the service to other properties or services. Violation of this condition shall be considered a breach of contract and will result in immediate termination of service, without prior notice.
11. Applicant agrees to not tamper with the meter device in accordance with Authority policies. Applicant agrees to immediately contact the Authority in connection with any service issues under this contract. Anyone found to have tampered with the meter or related devices located within the meter box will be subject to a tampering fee. The **current charge for tampering is \$1,000.00 per incident**.
12. The Authority cannot regulate nor guarantee water pressure on the customers side of the meter; therefore, the Authority recommends that all customers protect their plumbing with a properly sized pressure reducing valve.
13. **Applicant agrees and understands their responsibility to notify EGCWSA of all changes of address, contact information and or phone numbers.**
14. Written notification is required for cancellation of service along with identity proof as outlined by FTC Identity Theft Prevention regulations.
15. **All fees, charges and penalties represented on this form are what is in effect at the time of this agreement and are subject to change. This agreement intends the application of the fees, charges and penalties that are enforce during the service period in which they occur.**

----END----

Contract entered by:

(Initials): \_\_\_\_\_

U:contracts

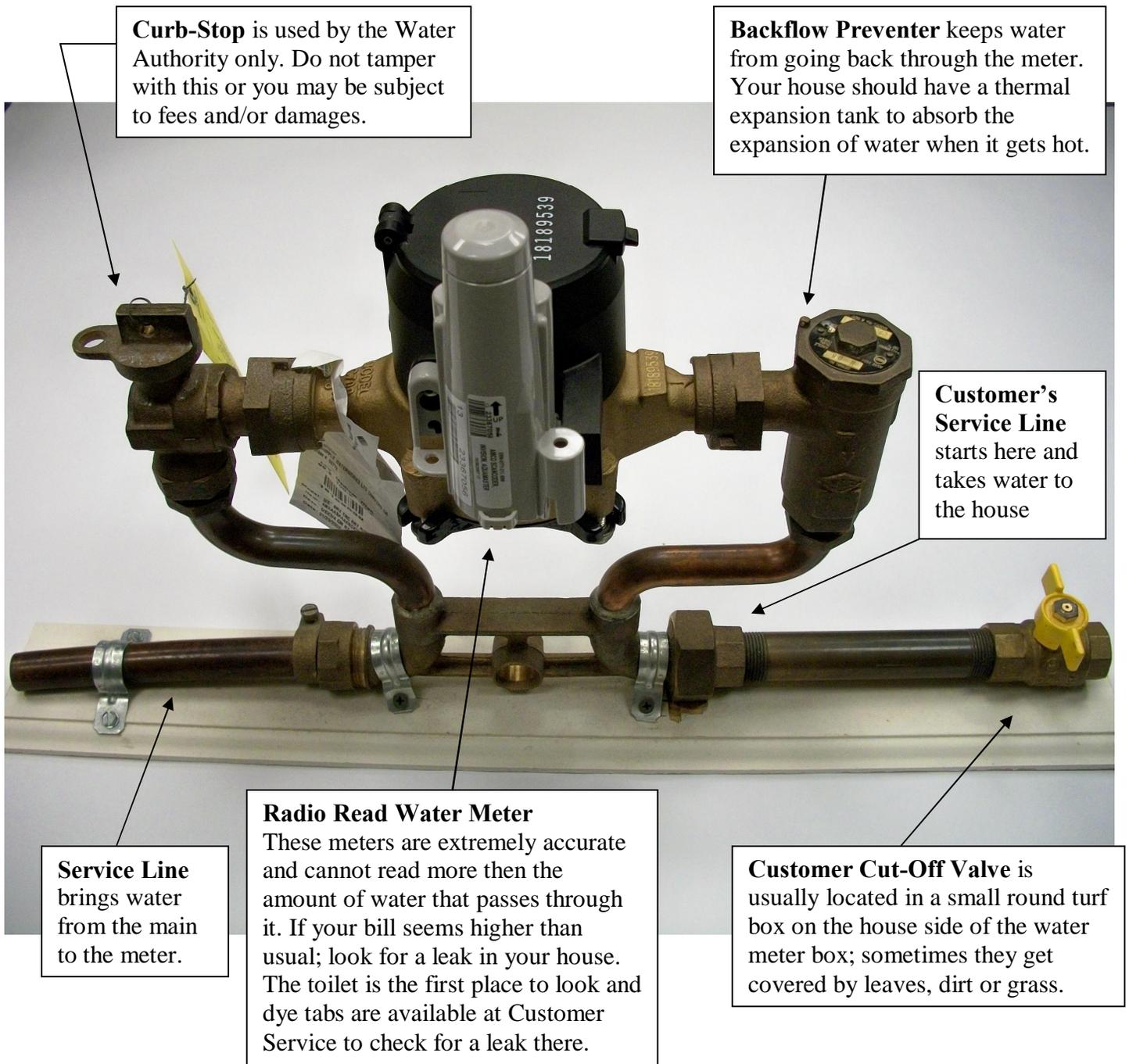


# ELLIJAY-GILMER COUNTY WATER AND SEWERAGE AUTHORITY

## $\frac{5}{8}$ "x $\frac{3}{4}$ " Water Meter with Backflow Preventer and Customer Cut-Off Valve

If your service does not have a Customer Cut-Off Valve; one can be installed for \$50

All lines and valves beyond the customer's service connection at the meter belong to the property owner and are their responsibility to maintain.



**Curb-Stop** is used by the Water Authority only. Do not tamper with this or you may be subject to fees and/or damages.

**Backflow Preventer** keeps water from going back through the meter. Your house should have a thermal expansion tank to absorb the expansion of water when it gets hot.

**Customer's Service Line** starts here and takes water to the house

**Service Line** brings water from the main to the meter.

**Radio Read Water Meter**  
These meters are extremely accurate and cannot read more than the amount of water that passes through it. If your bill seems higher than usual; look for a leak in your house. The toilet is the first place to look and dye tabs are available at Customer Service to check for a leak there.

**Customer Cut-Off Valve** is usually located in a small round turf box on the house side of the water meter box; sometimes they get covered by leaves, dirt or grass.

**ELLIJAY-GILMER COUNTY WATER & SEWERAGE AUTHORITY  
RATES EFFECTIVE 7/1/22**

<b>RESIDENTIAL</b>	<b>WATER (per 1000 Gallons)</b>	<b>SEWER (per 1000 Gallons)</b>
<b>Minimum Charge</b>	\$12.60	\$10.50
0 to 2000 Gallons	\$3.32	\$4.70
2001-4000	\$3.52	\$4.97
4001-6000	\$3.70	\$5.22
6001-8000	\$3.85	\$5.45
8001 and up	\$4.00	\$5.67

<b>COMMERCIAL</b>	<b>WATER (per 1000 Gallons)</b>	<b>SEWER (per 1000 Gallons)</b>
<b>Minimum Charge</b>	\$12.60	\$10.50
0 to 5000 Gallons	\$3.32	\$4.70
5001-25000	\$3.52	\$4.97
25001-150000	\$3.70	\$5.22
150001-350000	\$3.85	\$5.45
350000 and up	\$4.00	\$5.67

<b>INDUSTRIAL</b>	<b>WATER (per 1000 Gallons)</b>	<b>SEWER (per 1000 Gallons)</b>
<b>Minimum Charge</b>	\$12.60	\$10.50
0 to 10,000,000	\$3.32	\$4.70
10000001-20000000	\$3.52	\$4.97
20000001-30000000	\$3.70	\$5.22
30000001-45000000	\$3.85	\$5.45
45000001 and up	\$4.00	\$5.67

<b>TRANSFER</b>	<b>WATER</b>	<b>SEWER (per 1000 Gallons)</b>
<b>Minimum (First 100,000 Gallons)</b>	424.33	N/A
100001 and up	4.25 per 1000 Gallons	N/A

<b>SPECIAL DISTRICT FEES</b>	<b>Monthly Fee</b>	
Coosawattee River Resort	3.00	N/A

**Residential** is defined as a single household with an individual meter  
**Commercial** is for businesses or multi-unit households off of a single meter  
**Industrial** is defined as a plant, factory, or agricultural producer  
**Transfer** is for sales to other permitted systems through a master meter  
**Special District Fee** is a monthly fee to cover debt on a special project

**BILLING POLICY:**

Payments are due by the 20<sup>th</sup> and past due accounts are subject to a late charge that is the greater of \$10 or 10% of the past due amount. Disconnects for nonpayment are performed on or after the 28<sup>th</sup> of the same month that the bills are due, if the account is not paid in full by the 27<sup>th</sup>. Disconnected services must have an account deposit of \$100 in order to be reconnected. If the existing account deposit is less, then the difference must be made up prior to reconnection of service.



**WATER & SEWERAGE AUTHORITY**  
PROTECTING THE ENVIRONMENT AS WE SERVE

1023 Progress Rd.  
Ellijay GA 30540  
PHONE (706) 276-2202 / FAX (706) 636-2210

**Ellijay-Gilmer County Water & Sewerage Authority  
Tampering Policy**

**The Ellijay-Gilmer County Water & Sewerage Authority will prosecute any individual or company engaged in unauthorized tampering.**

**Tampering means the unauthorized interference with the equipment, monitoring devices, treatment devices, fire hydrants, manholes, pump stations, tanks, valves, and any appurtenances used to provide water and sewer service.**

**This shall include the theft of water by any unauthorized manner, including through metering devices or bypassing such a device, also the unauthorized entry or discharge into the wastewater collection system.**

**The theft shall be reported to the law enforcement in the jurisdiction of occurrence. For each event reported the fee shall be \$1,000 with the possibility of criminal charges filed.**

**ADOPTED September 30, 2002**

**Director, Gary McVey**

## WATER LOSS

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Dripping Faucet @	¼ GPM	=	10,800 Gallons/Mo.
Leaking Toilet @	½ GPM	=	21,600 Gallons/Mo.
Drip Irrigation@	1 GPM	=	43,200 Gallons/Mo.
Watering Garden for	2 Hours@ 5 GPM	=	18,000 Gallons/Mo.
	2 Hours @ 10 GPM	=	36,000 Gallons/Mo.
Unattended Water Hose 1 Night @	10GPM	=	5,400 Gallons
Broken Service Line	1 Night @ 15GPM	=	8,100 Gallons
	1 Day @ 15GPM	=	21,500 Gallons
	1 Week @ 15GPM	=	151,200 Gallons
	1 Month @ 15GPM	=	648,000 Gallons
Stuck Ice Maker	2GPM	=	86,400 Gallons/Mo.
Stuck Check Valve in Washing	8GPM	=	240 Gallons
Stuck Float in Watering Trough	5GPM	=	216,000 Gallons/Mo.

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## TYPICAL USEAGES

1 Bath	=	42 Gallons
30 Baths	=	1,250 Gallons
1 Shower	=	17 Gallons
30 Showers	=	510 Gallons
Wash 1 Load of Clothes	=	45 Gallons
Wash 20 Loads	=	900 Gallons
Flush Toilet	=	3 Gallons
15 Flushes per Day	=	900 Gallons/Mo.

**I acknowledge that I have received the following documents from the Ellijay-Gilmer County Water and Sewerage Authority.**

1. Contract for Service
2. Diagram of Meter and Cut-Off Valve
3. Rate Structure
4. Tampering Policy
5. Water Loss Information

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Print Name

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Date

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Signature



**ELLIJAY-GILMER COUNTY WATER & SEWERAGE  
AUTHORITY**

**CUT-OFF AUTHORIZATION FORM**

**Please turn off and lock my water meter as of \_\_\_\_\_.**  
**(Date)**

**My new mailing address is \_\_\_\_\_**  
**(Address)**

\_\_\_\_\_  
**(City, State & Zip)**

**Home Phone:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_

**If I have a deposit please apply it to my final bill and send the refund to the above address.**

**Account Name:** \_\_\_\_\_

**Account #:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Clerk Signature:** \_\_\_\_\_

<p><b>Previous Read:</b> _____</p> <p><b>Final Read:</b> _____</p> <p><b>Final Bill Total:</b> _____</p>
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