

UTILITY TAP APPLICATION



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 (5/8" x 3/4" meter)

_____ Existing Residential Home (must provide property deed or plat)

_____ Commercial New Construction (min. 1" meter) Meter size requested _____

_____ Existing Commercial Building (min. 1" meter) 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.

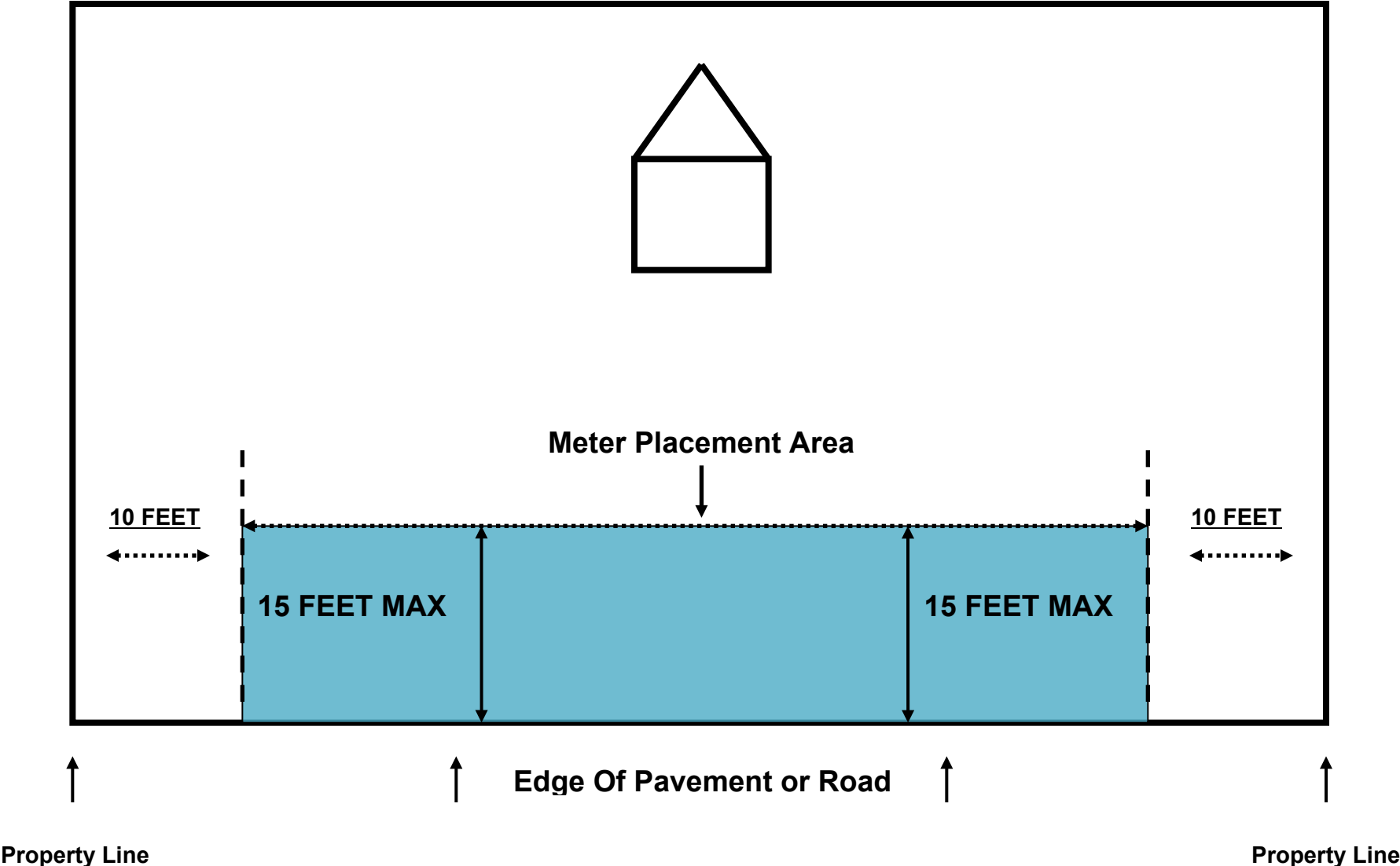
Signature of Property Owner _____ Date _____

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: _____ State: _____ 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.

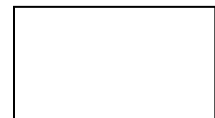
Customer's Signature or Agent Date _____

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 to be brought current with the prevailing rate; if it is considered necessary, to maintain the account. An increased deposit may be required for an overdue account. A water **service trip charge of \$50.00** will be required to activate service during normal business working hours. Applications received after 3:00 PM are not guaranteed connection on the same day or may be required to pay an additional after hour's service trip.
2. The applicant agrees to comply with all rules and regulations applicable to such a 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 of \$50.00** 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 20th of each month** or the next working day if the 20th falls on a non-working day. **Failure to receive a bill does not entitle delayed payment.**
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 28th of the month or the next working day if the 28th falls on a non-working day. The

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RESIDENTIAL / COMMERCIAL CONTRACT – TERMS & CONDITIONS

FORM: CS1-04/2018

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 \$50.00 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 \$75.00**, 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 an after-hours reconnection and will be charged an after-hours reconnection fee. The current **after-hours reconnection fee is \$150.00** 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 made 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 \$75.00 between the hours of 8am and 3pm and \$150.00 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 applicants 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. The 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 in 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 in force during the service period in which they occur.**

----END----

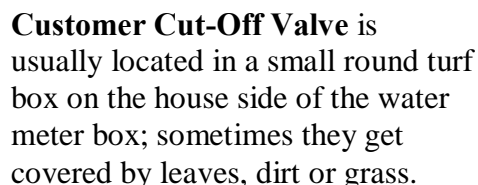
Contract entered by:
(Initials): _____

U: contracts



**5/8+x 3/4+Water Meter with Backflow Preventer
and Customer Cut-Off Valve**

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



ELLIJAY-GILMER COUNTY WATER & SEWERAGE AUTHORITY

RATE STRUCTURE FOR FISCAL YEAR 2023/2024

RESIDENTIAL	WATER (per 1000 Gallons)	SEWER (per 1000 Gallons)
Minimum Charge	\$18.00	\$16.00
0 – 1,000 Gal	\$3.49	\$4.94
1,001 – 2,000	\$3.70	\$5.22
2,001 – 4,000	\$3.89	\$5.48
4,001 – 6,000	\$4.04	\$5.72
6,001 and up	\$4.20	\$5.95

COMMERCIAL	WATER (per 1000 Gallons)	SEWER (per 1000 Gallons)
Minimum Charge	\$25.00	\$25.00
0 – 5,000 Gallons	\$3.49	\$4.94
5,001 – 10,000	\$3.70	\$5.22
10,001 – 25,000	\$3.89	\$5.48
25,001 – 75,000	\$4.04	\$5.72
75,001 and up	\$4.20	\$5.95

INDUSTRIAL	WATER (per 1000 Gallons)	SEWER (per 1000 Gallons)
Minimum Charge	\$50.00	\$50.00
0 – 5,000,000	\$3.49	\$4.94
5,000,001 – 10,000,000	\$3.70	\$5.22
10,000,001 – 50,000,000	\$3.89	\$5.48
50,000,001 – 100,000,000	\$4.04	\$5.72
100,000,001 and up	\$4.20	\$5.95

TRANSFER	WATER (per 1000 Gallons)	SEWER (per 1000 Gallons)
Minimum (First 100,000 Gallons)	\$505.55	\$671.60
100,001 – 200,000	\$4.68	\$6.53
200,001 – 400,000	\$4.91	\$6.86
400,001 – 600,000	\$5.16	\$7.20
600,001 and up	\$5.42	\$7.56

SPECIAL DISTRICT FEES	Monthly Fee
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 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 20th 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 28th of the same month that the bills are due if the account is not paid in full by the 27th. Disconnected services must have an account deposit of \$100 to be reconnected. If the existing account deposit is less, then the difference must be paid prior to reconnection of service.



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**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

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.

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

Print Name

Date

Signature



WATER & SEWERAGE AUTHORITY
PROTECTING THE ENVIRONMENT AS WE SERVE

Authorization for Direct Payment via ACH

Direct Payment via ACH is the transfer of funds from an account for the purpose of making a payment.

Check one: ☐ Begin Payment ☐ Change Information

I (we) authorize Ellijay-Gilmer County Water & Sewerage Authority("EGCWSA") to electronically debit my (our) account and, if necessary, to electronically credit my (our) account to correct erroneous debits as follows:

☐ Checking Account / ☐ Savings Account (select one) at the depository Financial Institution named below ("Bank"). I (we) agree that ACH transactions I (we) authorize comply with all applicable law.

Bank name: _____

Routing number:_____ **Account number:** _____

Name(s) on the account: _____

Debit transaction frequency:

- ☐ **One-Time Draft Authorized Amount \$**_____
- ☐ **Monthly Draft of Account Balance** (entries that recur at substantially regular intervals, without furtheraffirmative action by the Receiver)

Payment Date / Payment Start Date: _____

I (we) understand that this authorization will remain in full force and effect until I (we) notify EGCWSA in writing that I(we) wish to revoke this authorization. I (we) understand that EGCWSA requires at least 10 days prior notice in order to cancel this authorization.

Name(s): _____

(Please Print)

Water Account Number: _____ Service Address: _____

Date: _____Signature(s): _____

PLEASE ATTACH VOIDED CHECK

Form may be emailed to customerservice@egcwsa.com

**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: _____

Previous Read: _____

Final Read: _____

Final Bill Total: _____