



**CITY OF DAHLONEGA**  
 465 Riley Road  
 Dahlonega, Georgia 30533  
 Phone: 706-864-6133 • Fax: 706-864-4837

## SERVICE APPLICATION – LANDLORD

<b>LANDLORD NAME: (PLEASE PRINT)</b>		<b>HOME PHONE #</b>	
<b>LAST 4 DIGITS OF SSN OR FEIN:</b>			
<b>YOUR EMPLOYER:</b>		<b>CELL PHONE #</b>	
<b>EMAIL ADDRESS:</b>		<b>WORK PHONE #</b>	
<b>PROPERTY MANAGER NAME:</b>		<b>TELEPHONE #</b>	
<b>PROPERTY MANAGER ADDRESS:</b>		<b>PHONE #</b>	

<b>TYPE OF SERVICE REQUESTED:</b>	<b>WATER</b> <input type="checkbox"/>	<b>SEWER</b> <input type="checkbox"/>	<b>GARBAGE</b> <input type="checkbox"/>
<b>DATE FOR SERVICE TO BEGIN:</b>			
<b>SERVICE ADDRESS:</b>			
<b>MAILING ADDRESS (IF DIFFERENT):</b>			
<b>HOUSING INFO:</b>	<b>HOUSE</b> <input type="checkbox"/>	<b>MOBILE HOME</b> <input type="checkbox"/>	<b>APARTMENT</b> <input type="checkbox"/>
<b>OWNERSHIP STATUS:</b>	<b>RENT</b> <input type="checkbox"/>	<b>OWN</b> <input type="checkbox"/>	
<b>INSIDE CITY LIMITS:</b>	<b>YES</b> <input type="checkbox"/>	<b>NO</b> <input type="checkbox"/>	

<b>NEAREST RELATIVE NAME:</b>		<b>PHONE #</b>	
<b>ADDRESS:</b>			

<b>HAVE YOU EVER HAD PREVIOUS SERVICE WITH THE CITY OF DAHLONEGA</b>	<b>YES</b> <input type="checkbox"/>	<b>NO</b> <input type="checkbox"/>
<b>IF YES, WHAT NAME WAS THE PRIOR ACCOUNT IN?</b>		
<b>IF YES, LIST LOCATION OF PRIOR SERVICE:</b>		

The above hereby applies for services from the City of Dahlonega subject to the following terms and conditions:

1. Applicant agrees to pay to the City of Dahlonega in accordance with the schedule of fees for services rendered at the above address.
2. Applicant agrees to comply with all of the City of Dahlonega rules and regulations (including future amendments,) applicable to such services.
3. Applicant agrees to pay water and sewer base charge, as set by the City Council when there is no water usage on account and also when account has been made inactive.
4. Applicant agrees that in connection with the services to be performed, the City 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 City of Dahlonega, or their duly authorized officers, agents, servants or employees.
5. Applicant agrees that the water and sewer service to be rendered by the city is limited to use of only one (1) family dwelling house or commercial building without express written permission of the City of Dahlonega.
6. Applicant agrees not to tamper with the meter device in accordance with the City policy and ordinances.
7. Applicant agrees to immediately contact the employees of the City in connection with any service problems that might occur.
8. Applicant is aware that any water loss by leakage or otherwise on the premises served, will be the sole responsibility of said Applicant, without regard to ownership of property.
9. Applicant must pay Amount Due by the 10th of each month, or a 10% penalty will be assessed. If the Total Amount is not paid by the 20th of each month, a \$75.00 administrative fee will be assessed, and water service will be disconnected without further notice.
10. Applicant agrees to accept garbage service if residence is inside city limits.
11. Applicant is solely responsible for payment of Amount Due, associated fees and penalties; and providing payment in one (1) transaction of cash, check, money order or credit card per billing cycle.

As stated above, I, \_\_\_\_\_ apply for service with the City of Dahlonega. I understand the terms and conditions which are part of this application and agree to be bound by such terms and conditions.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

<b>AMOUNT OF DEPOSIT:</b>		<b>DEPOSIT RECEIVED FROM:</b>		<b>RECEIPT #:</b>	
<b>SERVICE CHARGE:</b>		<b>DEPOSIT TRANSFERRED FROM ACCOUNT #:</b>		<b>DEPOSIT RECEIVED BY:</b>	
<b>ACCOUNT NUMBER:</b>					
<b>METER SERIAL #:</b>		<b>METER REGISTER #:</b>		<b>METER SIZE:</b>	
<b>INITIAL READING:</b>		<b>DATE OF READING:</b>		<b>READ BY:</b>	
<b>WATER RATE CODE:</b>		<b>SEWER RATE CODE:</b>		<b>GARBAGE RATE CODE:</b>	



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## LANDLORD AGREEMENT APPLICATION

This form should be typed or printed.

As Landlord (owner, manager, rental agent, or other responsible party) for rental units listed below:  
Property location (physical address, please attach a list if multiple facilities)

\_\_\_\_\_

I/we, \_\_\_\_\_ (owner or authorized agent), request the City of Dahlonega to provide utility services on a continuous basis to rental units not occupied by tenants.

\_\_\_\_\_ (owner or authorized agent) will be responsible for and will pay for utility services at unoccupied rental units until service is placed in a new tenant's name.

At the time that a tenant requests service disconnection OR if the tenant account is closed for non-payment, the account is re-established in the Landlord's name. Each time a new tenant applies for service for any of the service addresses listed above or on attached document, the Landlord's account will be final billed. However, should the Landlord for any reason, request that the water service be disconnected once the agreement is established and no tenant has applied for utility services, the appropriate charges will be billed, and this agreement will become null and void.

Landlords requesting to participate in this agreement must have a good payment history. If any account on this agreement falls into delinquent status, this agreement will be considered null and void. Please also note that should any of the listed properties on this agreement be sold or transferred to a new owner, this agreement will become null and void.

If accepted by City of Dahlonega, it is understood that the Landlord will be bound by City of Dahlonega's **current** applicable Policies and Procedures, Ordinances and Resolutions for utility service fees where applicable.

Furthermore, either party may cancel this agreement upon fifteen (15) days written notice to other party.

If authorized agent is not the property owner, please provide a copy of agreement for being authorized on owner's behalf.

Request for deletions or additions to the Landlord Agreement must be submitted in writing.