



Utility Billing Commercial Application

Page 1 of 2

Updated JUNE 2023

NOTICE TO APPLICANTS

Forms may be submitted by mail, email, or in person at City Hall. A valid photo ID must be presented. Cash, check, or debit may be used to pay fee and deposit.

OFFICE USE ONLY

Account: _____ Settlement Papers: _____ Copy of CO: _____

Check Number: _____ Deposit Receipt : _____

Processed by: _____ Date Processed: _____

Today's Date

Service Start Date

Service Address

Mailing Address (if different from above)

Own (settlement statement required)

Rent (\$300 deposit and copy of lease required)

Applicant/Owner Information

Add to bill

Use as contact only

Business Name

Owner Name

Person (Independent Contractor) Responsible for Bill

Business Manager Name

Business Mailing Address

FEIN or SSN

Email

Phone

Bill Delivery Options

I would like to receive my bill by: Mail

eBill (electronic billing via email)

Email (for eBill)



Utility Billing Commercial Application

Page 2 of 2

Updated **JUNE 2023**

Demographic Information

The following information is required by the Federal Government in order to monitor compliance with Federal Laws prohibiting discrimination against applicants seeking to participate in the program. You are not required to furnish this information but are encouraged to do so. This information will not be used in evaluation of your application or to discriminate against you in any way. However, if you choose not to furnish it, we are required to note the race/national origin of individual applicants on the basis of visual observance or surname.

- White, not of Hispanic origin Hispanic Black, not of Hispanic origin
 Asian or Pacific Islander American Indian or Alaskan Native

This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, DC 20250.

Affidavit

Your signature below indicates that you, the applicant, have read and understand the following statements:

All information is correct to the best of the applicant's knowledge.

Applicant agrees to receive utility service(s) from the City of Pooler in accordance with current and future ordinances, regulations, and rates. Deposits shall not be returned until service is disconnected and the account balance has been paid in full.

All account changes must be submitted in writing to the City of Pooler's Utility Billing Department at 100 SW Hwy 80, Pooler, GA 31322.

The City of Pooler does not require the applicant to be present when service is established. It is the applicant's responsibility to ensure that all water faucets are turned off and there are no leaks during the activation procedure. If there is any water running at the time of activation, water service will be turned off at the meter and a notice will be left on the door instructing the applicant to call the Utility Billing Department to schedule connection.

Applicant is responsible for any and all City of Pooler utility bills generated at the address of service until a request of disconnection is received in writing by the City of Pooler Utility Billing Department. Monthly charges will continue as long as service is furnished in the applicant's name at the service address. Charges for water and sewer services continue when service is active, whether used or not.

A 10% late penalty will be applied to your account if the balance is not paid by the due date.

If service is suspended for nonpayment, you will be required to pay account balance in full plus a reconnection fee to have service restored.

Payments made after 5:00 p.m. are posted the following business day. Any penalty or suspension of service due to payments received after 5:00 p.m. are the sole responsibility of applicant.

eBill service is a convenience offered to utility customers. Applicants are solely responsible for updating eBill information; e-Bills not received are the sole responsibility of the applicant.

Applicant Name

Applicant Signature

Date
