

**OFFICE USE ONLY**

ACCT \_\_\_\_\_  
 SETTLEMENT PAPERS \_\_\_\_\_ COPY OF C.O. \_\_\_\_\_  
 DEPOSIT RECEIPT # \_\_\_\_\_ CHECK # \_\_\_\_\_  
 DATE ENTERED \_\_\_\_/\_\_\_\_/\_\_\_\_ BY: \_\_\_\_\_

Homeowners please submit this application along with a copy of HUD and photo id. Renters are required to pay a **\$150.00** Deposit (**\$75.00 for sanitation only accounts**) plus submit a copy of lease agreement and photo id.

A \$75 non-refundable sanitation maintenance fee will be billed to all new customers.



We accept cash, check, & debit Applications by mail, fax, or email with required documentation, drivers license, and SS card must be submitted to process application.

City of Pooler  
 100 US HWY 80 SW  
 Pooler, GA 31322  
 Ph. (912) 748-4800  
 Fax (912)748-6777

[utilitybilling@pooler-ga.gov](mailto:utilitybilling@pooler-ga.gov)

Today's Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Date to Start Service \_\_\_\_/\_\_\_\_/\_\_\_\_

Service Address \_\_\_\_\_

Own \_\_\_\_\_ Settlement Statement Required Rent \_\_\_\_\_ Requires \$150 deposit & copy of lease

Mailing Address (If different from service address) \_\_\_\_\_

Apartment/Suite \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Applicant/Owner Information**

Name \_\_\_\_\_ Co-Applicant Name \_\_\_\_\_  
Last First M.I. Last First M.I.

Birth date \_\_\_\_/\_\_\_\_/\_\_\_\_ Birth date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year Month Day Year

Home Phone # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Cell Phone # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

SSN \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Drivers License \_\_\_\_\_

Place of Employment \_\_\_\_\_

Work Phone # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**Bill Delivery Options**

I would like to receive bill by: (please check) **MAIL**  **EBILL (email)**

Email (Ebill) address \_\_\_\_\_ Email address \_\_\_\_\_

**Transfer/Previous Address Information**

Have you ever had service with the City of Pooler before? Yes \_\_\_\_\_ No \_\_\_\_\_ (If transferring account, please fill out disconnection form)

If Yes, Previous Address \_\_\_\_\_

"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"

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

**All information is correct** to the best of your (the applicants) knowledge.

**You agree 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 US HWY 80 SW, Pooler, GA 31322.

**A \$75.00 non-refundable sanitation maintenance fee** may be reflected on your first utility bill.

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

**You are 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 to the City of Pooler Utility Billing Office. Monthly charges will continue as long as service is furnished in the applicant's name at the service address. Charges for water, sewer, and sanitation 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 \$50.00 penalty fee to have service restored.

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

**eBill** is a convenience for utility customers. Applicants are solely responsible for updating eBill information; eBills not received are the sole responsibility of

X	X
Applicant	Date
X	X
Co-Applicant/Spouse	Date