

The City of Leesburg

RESIDENTIAL UTILITY APPLICATION

\$100.00 Water Deposit

\$100.00 Sewer Deposit

Cash or Credit/Debit Card ONLY

(No Checks for Deposit)

We need this form completed,

A copy of your State ID, and your

Lease or Closing Disclosure

ACCOUNT# _____ (Office Fills This In)

RENT OR OWN HOME? _____ HAVE YOU LIVED IN THE CITY BEFORE? _____

TODAY'S DATE _____

SERVICE START DATE _____

NAME _____

SERVICE ADDRESS _____

BILLING ADDRESS "IF" DIFFERENT _____

EMAIL _____ EMPLOYER _____

DATE OF BIRTH _____ SOCIAL SECURITY NUMBER _____

CELL PHONE _____ WORK PHONE _____

DRIVERS LICENSE # _____ STATE ISSUED FROM _____

EMERGENCY CONTACT NAME _____ PHONE NUMBER _____

LANDLORD'S NAME _____ PHONE NUMBER _____

Water availability charge = **\$13.66** Charge Before usage for **Water / Sewer ONLY** is **\$21.83.**

Sewer availability charge = **\$8.17** Charge Before usage for **Water / Sewer / Trash** is **\$44.83.**

Trash per can a month = **\$23.00** **SEWER CHARGES WILL ALWAYS BE HIGHER THAN WATER**

Meters are read on or around the 15th of every month.

You are billed for the prior month from the 15th – the 15th.

Bills are DUE on the 10th of every month. Late fee of \$5.00 is added on the 11th.

Cut off is the 21st. Reconnection of services = **Total Bill Due + \$75.00 Reconnect Fee.**

Returned Checks will be added back to account + \$35.00 Return Check Fee.

All water meters, trash cans, etc. are property of the City of Leesburg. Any meter tampering or abuse of property will result in prosecution.

SIGNATURE

Monthly Billing Rates:

KEEP THIS PAPER

WATER consists of these charges as follows:

*REU= Residential Equivalent Unit

Administrative charge of **\$2.00** per account –

A Base Charge of **\$2.95** per REU* Inside & Outside the City –

Debt Service of **\$8.71** per REU* Inside & Outside the City = **\$13.66 BEFORE ANY USAGE**

WHEN THE WATER IS TURNED ON

| | |
|---------------------------------|------------------------------------|
| 1 to 2,000 gallons = | \$1.85 per 1,000 gallons of water |
| 2,001 to 5,000 gallons = | \$2.25 per 1,000 gallons of water |
| 5,001 to 10,000 gallons = | \$2.75 per 1,000 gallons of water |
| 10,001 to Over 50,000 gallons = | \$3.25 per 1,000 gallons of waters |

SEWER consists of these charges as follows:

A Base Charge of **\$6.79** per REU* Inside the City -

Debt Service of **\$1.38** per REU* Inside and Outside = **\$8.17 BEFORE ANY USAGE**

SEWER IS BASED OFF OF WATER USAGE

1 to Over 50,000 gallons = \$4.26 per 1,000 gallons of sewer

METERS ARE READ ON OR AROUND THE 15TH OF EVERY MONTH.

Arrears Payments are payments expected to be made *after* a service is provided or completed—not before

IF YOU DIDN'T RECEIVE YOUR BILL CHECK OUR WEBSITE AND CLICK ON "BILL"

YOU CAN PRINT IT FROM THERE

Garbage fees cannot be prorated. **BILLS ARE DUE ON OR BEFORE THE 10TH.**

Any account not paid by the 10th will be assessed a \$5.00 late fee on the 11th.

Bills not paid (in full) before the 21st will result in services being DISCONNECTED.

The total past due bill + a reconnection fee of \$75.00 will be charged before services are reconnected.

RESIDENTIAL GARBAGE \$23.00 PER CONTAINER DUMPED WEEKLY ON TUESDAYS

Carts need to be at the curb or edge of driveway by 7:00 am and removed by 7:00 pm.

If your trash was not emptied and your cart was out,

please call city hall at 229-759-6465 as soon as possible.

PLEASE TIE SHUT YOUR TRASH BAGS BEFORE PUTTING IN CAN.

If you were missed because your cart was not out, your trash will not be picked up until the following Tuesday.

Please do not block sidewalks or street access when pulling cart to curb.

FACE CAN TOWARDS STREET TO AVOID BREAKING LID.

Yard Debris (grass clippings, limbs, leaves, etc.) are picked up at no cost twice monthly.

Please do not block ditch lines or roadways.

Due to landfill restrictions, we will not pick-up yard debris if lumber, plastic, glass, etc. are mixed in.

DO NOT BAG YOUR LEAVES. WE DO NOT PICK-UP FURNITURE OR ITEMS THAT WON'T FIT IN CAN!

**DEPOSIT REFUNDS FROM FINAL BILLS ARE DONE ONCE A MONTH,
AFTER THE BILLS ARE SENT OUT ON OR AROUND THE 25TH OF EACH MONTH.
REFUND CHECKS ARE MAILED OUT THE FIRST WEEK OF EVERY MONTH.**