

# SERVICE CONTRACT

770-229-6403 Hours of Operation Monday - Friday 8:00 am - 6:00 pm  
 After Hours System Operations (After Business Hours) 770-229-6406



**ACCOUNT:** \_\_\_\_\_ **Due Date:** \_\_\_\_\_

Name: \_\_\_\_\_ Name of Spouse: \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_

Driver's License or ID #: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Tax ID or EIN # (Business Customers Only): \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Work: (\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Place of Employment & Address: \_\_\_\_\_

~ This contract is subject to the terms and conditions shown on PAGE 2.

I, the undersigned person, do hereby authorize the City to furnish the service as designated above to the person and at the address shown above, subject to the terms and conditions endorsed hereon and the City of Griffin Customer Service Policy, which are hereby made part of this contract.

I understand that it is my responsibility to check the plumbing system for potential problems (e.g., busted pipes, open spigots, valves, and faucets). The City of Griffin will not be responsible for any water damages inside the home due to water service activation that has been requested by the applicant. In the event that the water is left off due to a spin on the meter (e.g., busted pipes, open spigots, valves, and/or faucets) customer may request an additional trip to turn on the water at no charge. At that time, if the water meter continues to spin due to busted pipes, open spigots, valves, and/or faucets the meter will remain off. Any requests for additional trips will then be subject for an additional field trip fee (per each visit).

I understand that failure to notify the City to discontinue service when I vacate the property will result in continued utility service and bills.

I understand that I will be responsible for all charges until such time as the services are ordered off, and that the **\*charges on my first bill that do not include usage are NON-REFUNDABLE.**

Signature:  X  Date:  X

**OFFICE USE ONLY**

New Service / Transfer: Final bill for \_\_\_\_\_ will be mailed to new location # \_\_\_\_\_.

If not paid by due date, the balance will be transferred to new location.

Date To Be Worked: \_\_\_\_\_ CITY COUNTY

Lease Verification Info:

Property Owner: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Date: \_\_\_\_\_ Initials: \_\_\_\_\_

**TYPE OF SERVICE**

<b>ELECTRIC:</b>	Yes	No	Residential	Commercial
Security Light	Yes	No		
<b>WATER</b>	Yes	No	<b>SEWAGE:</b>	Yes No
<b>SOLID WASTE:</b>	Yes	No	Apartment	Residential Commercial
<b>STORMWATER:</b>	Yes	No	RES 1	RES 2 Commercial
<b>YARD WASTE:</b>	Yes	No		
<b>CUSTOMER SERVICE FEE:</b>	Yes	No		

CHARGES	
Electric Deposit	_____
Water Deposit	_____
After Hours Fee	_____
Credit Card Fee	_____
Reconnect Fee	_____
Deposit To Be Transferred From	_____

PAYMENT METHOD	
Cash	_____
Check #	_____
Money Order #	_____
Credit Card	Mastercard Visa
_____	_____
Exp Date	_____

*CHARGES ON FIRST BILL PLUS USAGE	
Connection Fee	_____
Solid Waste Container Fee	_____
Credit Report Fee	_____
Request For Credit Report	_____
Deposit Waived Per On Line	_____
<b>THESE CHARGES ARE NON-REFUNDABLE</b>	

# TERMS AND CONDITIONS REFERRED TO AND MADE PART OF THIS CONTRACT

## \*\*\*\* INITIAL BESIDE EACH NUMBER \*\*\*\*

- \_\_\_\_\_ 1. The City of Griffin, Georgia (“City”) agrees to deliver electricity or water to the customer at a point near the customer’s property, or to provide sewer service at a point selected by the City near the customer’s property, or some or all of these services subscribed for according to Page 1 of this Contract, hereinafter collectively referred to as “Service.”
- \_\_\_\_\_ 2. A. The customer will pay for the service at the regular rates now or hereafter established by the Board of Commissioners of the City of Griffin.  
  
B. In the case of meter service, when the meter fails to register properly the customer agrees to pay for the service based on the average of the preceding month’s usage of service.  
  
C. Upon receipt, all bills will be paid by the customer at the City offices. Payments mailed will be credited when received.
- \_\_\_\_\_ 3. A. The City will use diligence in providing regular and uninterrupted service, but shall not be liable in the case of interrupted service.  
  
B. This contract shall exist until cancelled by the City or the customer upon thirty (30) days notice to the other. The City shall have the right to discontinue the service **without notice** for any of the following purposes without causing termination of this contract:
  - a. For repairs;
  - b. For want of supply;
  - c. For nonpayment of a service bill;
  - d. On an account of or to prevent fraud;
  - e. For the violation by the customer of any provision of this contract;
  - f. For any other reason set forth within the City of Griffin Customer Service Policy.
- \_\_\_\_\_ 4. The customer will furnish, at their own expense, all necessary wiring and piping, except meters and meter boxes which shall be furnished by the City. All wiring and piping must conform to all code standards set forth in the Code of Griffin, Georgia and any other policies of the City of Griffin, Georgia.
- \_\_\_\_\_ 5. A. The City shall have the right of access to the customer’s premises at all times during this contract and upon its termination for the purpose of reading meters, inspecting and repairing service apparatus, and removing its property for replacement or upon termination of the contract.  
  
B. The City will not be required to examine any concealed wires, or pipes or appliances on the customer’s property, nor is the City liable for any defect or deterioration of any such wires or pipes or appliances.
- \_\_\_\_\_ 6. The customer will not permit anyone other than authorized employees of the City to interfere or tamper with the City meters and service connections and will further pay the City for all damages to its property located at or upon the customer’s premises. No other person or property will be furnished service through the meters installed under this contract.
- \_\_\_\_\_ 7. The City is a Combined Utility. The customer will not have a selection of services. The services provided to each property will depend on its location. Customers inside the City limits will need to call the Solid Waste Department at (770) 229-6421 to have a trash receptacle provided. Failure to call the Solid Waste Department will not result in charges being removed from the customer’s bill.
- \_\_\_\_\_ 8. The City of Griffin Customer Service Policy is hereby incorporated by reference into this contract, and services shall be provided in accordance with these terms and the Customer Service Policy. The customer acknowledges that the policy can be reviewed at Customer Service or on the City of Griffin’s website.