



WATER/SEWER TAP APPLICATION

INSTRUCTIONS- PLEASE READ! INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Complete Application and mail or bring to City Hall. When fees have been paid, tap will be scheduled and you will be contacted with other details. Mail or bring your payment to City Hall. We will also respond to denied applications. **It is a violation of City ordinance to tamper with a meter: this includes turning it on or off.**

PROPERTY OWNER'S NAME: _____

MAILING ADDRESS _____ STREET ADDRESS FOR TAP _____

CITY _____ STATE _____ ZIP _____ CITY _____ STATE _____ ZIP _____

CURRENT RESIDENT IF OTHER THAN OWNER _____

Legal Description of Property: Tax Map No. _____ Parcel No. _____ OR

Deed Book No. _____ Page No. _____ in _____ County

OR Attach Copy of deed or Plat Application

Service(s) Requested (Check all applicable): () **WATER** () **SEWER** (Sewer service is only available to water customers.)

This Application is made subject to the following terms and conditions, to wit:

The Undersigned, his successors and assigns, agrees:

1. To pay to the City of McRae-Helena in accordance with the published schedule of fees for the installation of the tap and service, and to furnish without charge an easement for the right-of-way for any pipeline and appurtenances necessary for such installation and for maintenance and repair thereof.
2. To comply with all rules, regulations and policies of the City of McRae-Helena Water Department and to pay the monthly utility bills as provided by the City in accordance with its regulations.
3. That the utility service is limited to the use of only (1) one family dwelling house or commercial building.
4. To save and hold free of all damages of the City resulting from the installation of the tap or the use thereof by the undersigned.
5. That in connection with the services to be performed, the City of McRae-Helena 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 authorities of the City of McRae-Helena, Telfair County, or the State of Georgia, or their duly authorized officers, agents, or employees.
6. That the City of McRae-Helena shall determine when and where tap and service is to be located.
7. To pay the monthly bill for utility from the time water or sewer tap installation is completed. If there is no usage, undersigned agrees to pay minimum bill.
8. To post street number or box number in a permanent, prominent location, such as on a mail box or posted on a section of angle iron.
9. To install cut-off valve immediately beyond water meter and to install backflow preventer in sewer service line.

ACCEPTED AND AGREED TO BY _____ DATE _____

SERVICE	OFFICE USE ONLY					
	APPROVED	DENIED	REVIEWED BY	TAP FEE	METER FEE	TOTAL
WATER	_____	_____	_____	_____	_____	_____
SEWER	_____	_____	_____	_____	_____	_____

FINAL APPROVAL: _____
TOTAL AMOUNT DUE: _____

DATE: _____

"The following information is requested by the Federal Government in order to monitor compliance with the Federal law prohibiting discrimination against applicants seeking to participate in this program. You are not required to furnish this information, but you are encouraged to do so. This information will not be used in evaluating 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 the individual applicants on the hands of visual observation or surname."

Ethnicity: Hispanic or Latino _____
 Not Hispanic or Latino _____

Gender: Male _____
 Female _____

Race: (Mark one or more)

White _____
Black or African American _____
American Indian/Alaskan Native _____
Asian _____
Native Hawaiian or Other Pacific Islander _____

The City of McRae-Helena is giving notice by this advertisement that their services are available without regard to race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation and marital or family status.