



UTILITY DIVISION

5047 Union St. | Union City GA 30291 | Phone (770) 964-2288 | Fax (770) 306-6861 | Email water@unioncityga.org

UTILITY BILL DISPUTE REQUEST FORM

A dispute must be filed within ninety (90) days of the due date of the bill being disputed. ALL current charges and any past due amount(s) that is not in dispute must be paid to avoid interruption of water services.

Name: _____

Service Address: _____
City State Zip

Account Number: _____ Phone Number: (____) _____

Email address: _____

Date of bill(s) in dispute: _____

Reason for dispute: _____

If an investigation of the meter and meter record establishes that the meter was properly read and that there was no failure of utility equipment, the bill will remain valid and payable. A testing fee will also be added to the bill for any meter proven to be in proper operating order.

Adjustments on Utility Bills will NOT be made on the following:

- The City is not responsible for repairs on private property;
- Routine dripping faucets, leaking commodes/toilets, or any type of faulty plumbing;
- Premises left abandoned or vacated without reasonable care for the plumbing system;
- Irrigation systems, water of lawns, water-siphon operated pump/appliances
- Bills claimed to be lost or not received;
- Homes under construction/major renovation;
- Only one adjustment per year is allowed for approved dispute.

OFFICE USE ONLY:

DATE RECEIVED: _____

STAFF INITIALS: _____