

Procedure for Disconnecting Services
Reference Demolition

June 16, 2006

1. Every person requesting demolition of property must be the legal owner or legally responsible party for property.
2. This person should be directed to Customer Service for request to remove all service (to incl..water, sewer, electric, gas, security lights, garbage, etc).
3. All meters should be read by meter readers. Electric meters should be removed at this time by the meter readers. Work orders or requests by email should then be forwarded to the Utilities Department for removal or capping off of service lines.
4. Upon completion of the work orders by Electric, Water, Sewer and/or Gas Departments, an email to the office of Planning & Development and Business Operations would be generated stated these services have been removed.
5. Customer/contractor may then be given a demolition permit by Community Planning & Development office.

IMPORTANT

The contractor or property owner must have a ticket number issued by the Utilities Protection Center of Georgia in order to receive a demolition permit. Receiving a ticket number notifies other utility providers' notification for service removal.

The "Call Before you Dig" number is: 811.