

**City of Rincon**  
**Water Service Application**  
P.O. Box 232 \* 302 Columbia Avenue – Rincon, Georgia 31326  
912-826-5745 City Hall – 912-826-2083 Fax \* www.cityofrincon.com

Last name (print): \_\_\_\_\_ First Name: \_\_\_\_\_

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

Cell #: \_\_\_\_\_ Home/Business#: \_\_\_\_\_ Email: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Social Security# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Service Start Date: \_\_\_\_\_ Previous Services with City of Rincon: Yes No

I acknowledge water service will be turned on at the above property on the date scheduled. I will not hold the City of Rincon responsible for any property damage to the water being turned on without my presence. I acknowledge if the meter shows water usage is considered above normal, it may be turned back off and my presence will be required for connection of services. **(A \$25.00 CALL OUT FEE WILL BE CHARGED)**

To avoid a 10% penalty, charge all utility bills must be paid in full by the 20<sup>th</sup> day of each month. If the twentieth (20<sup>th</sup>) day of the month falls on a non-business day, the penalty will be assessed at 11:59 PM on the next regularly scheduled work day for the City of Rincon.

**\*\*\*\* Failure to receive a bill does not exclude you from payment, late fees, or disconnection\*\*\*\***

To avoid an interruption of service (disconnection) all utility bills must be paid in full by the 1st day of the following month. The failure of the City to insist upon the penalty charge and/or disconnection of services shall not be deemed a waiver of any subsequent penalties and/or disconnection of service if future utility bills are not paid in a timely manner as outlined above.

Should an interruption of service (disconnection) occur there will be a **\$35.00 service interruption fee** added to the utility bill. An interruption of service is considered to have taken place at 11:59 PM on the 1st day of each month whether or not the service has been physically interrupted (disconnected), if an interruption of service (disconnection) does occur there shall be no penalty charges added to the service interruption fee.

If the 1st day of the month falls on a non-business day, then the actual interruption (disconnection) of service will take place on the next regularly scheduled workday for the City of Rincon. This will not eliminate the \$35.00 service interruption fee charge referred to in the paragraph listed above.

Payments are posted by account number

**\*\*\*\*\*NOTE: A clear copy of photo ID and rental agreement (if applicable) must be included with application. \*\*\*\*\***

This service agreement and deposit is to guarantee the due payment of any indebtedness for any city service due the City of Rincon, Georgia. This deposit shall be retained in escrow, without interest paid, by the City of Rincon. It is expressly understood by the undersigned customer that all or any part of this deposit may to the extent necessary be applied by the City of Rincon at any time in satisfaction of said guarantee. The undersigned customer also agrees to comply with all rules and regulations governing city services now in effect or those that may be hereafter established by the City of Rincon. When service to the above customer at the stated address is permanently discontinued, and payment of all amounts due the City are cleared, said service deposit shall be applied to the final billing and the remainder, if any, returned to the customer.

Deposit \$150.00- Residential / \$200.00 -Commercial

Payment Type: \_\_\_\_\_

I understand that if I move out of the above listed address, I am required to contact the City's Water Administration and fill out a disconnect form. I understand that I am responsible for all bills until such time as the disconnect form is completed and submitted.

**\* MOVING? CHARGES WILL CONTINUE UNTIL DISCONNECT FORM IS RECEIVED\***

I further understand that I am responsible to write my account on each check submitted and receipts shall be retained by the customer in the event that a discrepancy occurs. I also understand that I am responsible for all water and sewer leaks that occur on my property and if I am not the property owner, I am responsible to notify the property owner.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

FOR OFFICE USE ONLY

WORK ORDER: \_\_\_\_\_

ACCOUNT #: \_\_\_\_\_

STAFF: \_\_\_\_\_

DATE: \_\_\_\_\_

RECEIPT: \_\_\_\_\_

REV 01/2020



**CITY OF RINCON**

**P. O. Box 232 • 302 S. Columbia Avenue  
Rincon, GA 31326-0232  
Phone (912) 826-5745 - Fax (912) 826-2083  
www.cityofrincon.com**

Dear Water Customer:

We would like to notify you that the City of Rincon disinfects the drinking water with chloramines, which began April 15, 2011, at midnight. Utility systems have used chloramines for decades because of their lack of taste and odor, their ability to last in the distribution system, and their excellent disinfection properties. Chloramines are highly effective in reducing disease-causing organisms that can be carried in drinking water. Water disinfected with chloramines is safe for bathing, drinking, cooking, and all everyday uses.

Please note that chloramines cannot be used in aquariums or in kidney dialysis machines. Chloramines, like chlorine, must be removed from water that goes into kidney dialysis machines or fish tanks. Those utilizing dialysis machines should contact their medical professional for further information. Pet stores can provide aquarium owners with a dechlorinating chemical or a granular activated carbon filter to remove chloramines effectively from fish tanks.

If you have any questions, please feel free to contact City Hall at (912) 826-5745.

I, \_\_\_\_\_, hereby certify that I have read the above information and understand that a copy will be given for my records.

**FOR OFFICE USE ONLY**

Received by \_\_\_\_\_ Date \_\_\_\_\_

# *WELCOME TO*



*302 S. COLUMBIA AVE.*

*RINCON, GA 31326*

*912-826-5745*

*WWW.CITYOFRINCON.COM*



The City of Rincon asks that you use extreme caution when doing yard maintenance around the meter box, and avoid running over the top of the box with any equipment (including vehicles). The City respectfully requests that you contact the Water Department if you have any concerns with your meter, and please leave the lid closed at all times. Tampering with or damaging the meter may result in a penalty and/or the cost to replace the damaged unit.

- Antenna - \$15
- Box/Lid - \$20
- Replacement meter - \$400
- Back flow - \$32
- Curb stop - \$40



It is important what materials should NOT be placed into the sewer system through sinks, commodes, etc. Be sure to use the strainer in sinks and do not assume the garbage disposal will break down food with bones, food storage bags, etc. Cold grease and rough edges will snag items in the sewer pipe, cause buildup and pipe blockage, and sewer backup in your home or business.

Do NOT put the following items down the drain in sinks or commodes:

- |                     |                                     |                                 |
|---------------------|-------------------------------------|---------------------------------|
| • Bulky food        | • Eating utensils                   | • Medicines                     |
| • Grease            | • Sanitary wipes                    | • Strong caustic chemicals      |
| • Cooking oil       | • Baby wipes                        | • Poisons                       |
| • Seafood shells    | • Disposable toilet bowls scrubbers | • Lubricating oil and/or grease |
| • Egg shells        | • Hair clippings                    | • Degreasing solvents           |
| • Coffee beans      | • Diapers                           | • Antifreeze                    |
| • Metal             | • Depends                           | • Flammable material            |
| • Glass             | • Sanitary napkins                  | • Gasoline                      |
| • Cloths or napkins | • Tampons                           | • Kerosene                      |
| • Rags              | • Condoms                           | • Paint thinner                 |
| • Socks             | • Paint                             |                                 |
| • Rubber gloves     | • Aquarium rocks                    |                                 |
| • Plastic           | • Sand or cat litter                |                                 |
| • Toys              |                                     |                                 |

**\$\$ IT CAN COST YOU \$\$** If these unapproved items get caught in and damage the grinder pump (if applicable), it voids the warranty, and you will be charged for the replacement of the pump \$800.

# RINCON CITY HALL



302 S. COLUMBIA AVE.  
RINCON, GA 31326

\*ACCOUNT NUMBER: \_\_\_\_\_

[WWW.CITYOFRINCON.COM](http://WWW.CITYOFRINCON.COM)

To make payments online you will have to go to the link above to pay online and register your email address with your account number and last payment made.

Our normal business hours are Monday thru Friday, 8:00 a.m. until 5:00 p.m.

*If you have a water related emergency after normal business hours, please call:  
912-210-6237*

## WAYS TO PAY YOUR BILL:

1. **24 HOUR DROP BOX**- Located on the back of City Hall, at end of 1<sup>st</sup> drive thru.
2. **EXPRESS CHECK OUT BOX**- Located in the lobby of City Hall, just inside double doors.
3. **DRIVE THRU WINDOW**- Located in the back of City Hall **CHECK/CASH ONLY** (you **MUST** have your **BILL STUB** with you to make your payment at the window)
4. **MAIL**- Must be received by the 20th to avoid late fees.
5. **ONLINE BILL PAY** (Your Bank's Website)- **MUST** enter full account number
6. **COME IN CITY HALL** – Come in and pay your bill with one of our Utility Clerks
7. **AUTOMATIC DRAFT**- You must provide us with a blank **VOIDED** check to ( we are not able to debit from a card, you **MUST** provide a check)
8. **PAY BY PHONE**- you can pay by phone by calling 833-201-5692 with a \$1.25 processing fee.
9. **PAY ON WEBSITE**- go to our website at cityofrincon.com there is a \$1.25 processing fee.

To ensure that you get proper credit to your **WATER ACCOUNT PLEASE** do the **FOLLOWING**:

1. Make sure that your **ACCOUNT NUMBER** is on the memo section of check or money order.
2. **PLEASE DO NOT LEAVE CASH IN THE DEPOSIT BOX.**
3. Staple or paper clip your payment stub to your payment, or put them in the envelope provided.

## **WATER LOSS**

DRIPPING FAUCET @ ¼ GPM = 10,800 GALLONS/MO

LEAKING TOILET @ ½ GPM = 21,800 GALLONS/MO

DRIP IRRIGATION @ 1 GPM = 43,000 GALLONS/MO

WATERING GARDEN FOR 2 HRS @ 5 GPM = 18,000 GALLONS/MO

WATERING GARDEN FOR 2 HRS @ 10 GPM = 36,000 GALLONS/MO

UNATTENDED WATER HOSE 1 NIGHT 10 GPM = 5,400 GALLONS

BROKEN SERVICE LINE 1 NIGHT @ 15 GPM = 8,100 GALLONS

BROKEN SERVICE LINE 1 DAY @ 15 GPM = 21,600 GALLONS

BROKEN SERVICE LINE 1 WEEK @ 15 GPM = 151,200 GALLONS

BROKEN SERVICE LINE 1 MONTH @ 15 GPM = 648,000 GALLONS

## **TYPICAL USEAGES**

1 BATH = 42 GALLONS

30 BATHS = 1,260 GALLONS

1 SHOWER = 17 GALLONS

30 SHOWERS = 510 GALLONS

WASH 1 LOAD OF CLOTHES = 45 GALLONS

WASH 20 LOADS OF CLOTHES = 900 GALLONS

FLUSH TOILET = 3 GALLONS

15 FLUSHES PER DAY = 900 GALLONS/MO

**PUBLIC WORKS, WATER, AND SEWER SPECIAL FEES**

<b>UTILITY BILLS NOT PAID BY THE 20TH OF THE MONTH</b>	<b>10 % PENALTY CHARGE</b>
<b>SERVICE INTERRUPTION FEE ON THE 1ST OF THE FOLLOWING MONTH</b>	<b>\$35.00</b>
<b>RETURNED CHECK FEE</b>	<b>\$35.00</b>
<b>SPECIAL CALL-OUT FEE FOR SERVICE</b>	<b>\$25.00</b>
<b>REPLACEMENT METER</b>	<b>\$400.00</b>
<b>PADLOCKS</b>	<b>\$15.00</b>
<b>RADIO ANTENNA REPLACEMENT</b>	<b>\$15.00</b>
<b>BACKFLOW PREVENTER</b>	<b>\$32.00</b>
<b>METER BOX LID</b>	<b>\$25.00</b>
<b>METER BOX</b>	<b>\$25.00</b>
<b>CURBSTOP</b>	<b>\$76.50</b>
<b>METER REGISTER</b>	<b>\$200.00</b>
<b>GRINDER PUMP</b>	<b>PRICE VARIES</b>
<b>YARD DEBRIS/ LEAVES 1-12 BAGS OR 4X4X4 BUNDLES</b>	<b>\$15.00</b>

# **FREQUENTLY REQUESTED PHONE**

## **NUMBERS:**

### **RINCON PHONE NUMBERS:**

City Hall: 912-826-5745

Rincon Recreation: 912-826-0238

Rincon Building & Zoning: 912-826-5996

Rincon Police Department: 912-826-5200

Rincon Court Clerk: 912-826-5665

Rincon Library: 912-826-2222

Rincon United Way: 912-826-5300

### **COUNTY PHONE NUMBERS:**

Board of Education: 912-754-6491

Driver's License: 912-754-1425

Registrar's Office: 912-754-2115

Landfill: 912-754-4668/912-754-8187

Burn Permits: 912-754-6932

Effingham Tag Office: 912-754-2121

Effingham Animal Control: 912-754-3449

### **OTHER IMPORTANT NUMBERS**

Windstream: 800-501-1754

Georgia Power: 800-437-3890/888 660-5890

Call Before You Dig: 800-282-7411

Comcast: 912-658-6037



# Welcome to Effingham County Schools Central Registration Center!

We are located at 306 N Ash St in Springfield, Georgia

Phone: 912.754.2530  
Fax: 912.330.4287  
registration@effingham.k12.ga.us

**Regular hours:**  
Mon. - Thurs. 7:30 a.m. -  
5:00 p.m.  
**Center is closed on  
Fridays**

## Registering Parents:

Beginning **June 3rd**, our district will be using our online registration system for all new registrations. If you need to register your child(ren) for the 2019-20 school year, please be sure to complete your online application first then make your appointment as soon as possible.

Thank you for choosing Effingham County Schools! At Central Registration, we register all students; those new to Effingham County as well as those who have been off roll for 10+ consecutive days. If your student is transferring from one Effingham County School to another without missing 10+ consecutive days, s/he may report to the new school without going through Central Registration.

Whether you are new to our district or already have students in our schools, registering with our district is a **two step process**:

### Step One:

**New families: Complete your online application**

**Existing Families: Follow these steps**

Cell phones and tablets are not recommended for this step. If you do not have access to a laptop or desktop computer, you can arrive at your appointment early and use one at the Central Registration Center.

**You must submit your online application before making your appointment. You will be asked for your application number as part of the reservation process.**

View our [online registration help page](#) for more information.

### Step Two:

**Make an appointment with our appointments website**

You can also call 912.754.2530

Appointments are absolutely **required** from June 1st through the end of the first week of each school year. If you are registering for your student(s) to begin after a holiday or the first day of school, appointments are also critical. Walk-ins will be seen during other times as time becomes available between scheduled appointments.

You should come to your appointment with all **required documents**.

After registering with Central Registration during the school year, parents/guardians and students will visit the assigned school to enroll and obtain class assignments, schedules and other information unique to the school. The family **must** present the unopened packet of forms given at Central Registration. Otherwise, the student cannot be enrolled. Central Registration does not maintain copies of completed forms and documents. It is the responsibility of the parent/guardian to transport these documents.