



Sanitation Division Administrative Office



Standard Garbage Roll Cart (65 gallon)



CNG Station - Seminole Road Landfill



Sanitation Division CNG Fleet



Glass Recycling Program

## Customized Commercial Recycling Programs

DeKalb Senior Centers  
Institutions of Higher Education  
DeKalb County School District

And More

## Residential Garbage Roll Cart Request Form

### Customer Information

Applicant name \_\_\_\_\_  
Service address \_\_\_\_\_  
Email (required) \_\_\_\_\_ Phone \_\_\_\_\_  
Name of housing community: \_\_\_\_\_  
Special delivery instructions (gate code, etc.): \_\_\_\_\_  
\_\_\_\_\_

### Available Roll Cart Options - 45, 65 and 95 gallon

#### Type of Property

- ☐ Owner ☐ Tenant ☐ Townhome  
☐ Single-family ☐ Triplex ☐ Condominium  
☐ Newly built homes (Residents establishing service for newly built homes receive a standard 65-gallon roll cart; prorated annual sanitation assessment fees must be paid in person; proof of home ownership is required)

- ☐ ADA-assisted collection (Request for Disabilities Accommodation form approval required)

Cart size required ☐ 45 gal (no fee) ☐ 65 gal (no fee)  
☐ 95 gal (one-time prepaid \$15 fee)

### Roll Cart Upgrade (95-gallon roll cart)

One-time prepaid \$15 fee and mandatory recycling subscription; limited to one request per customer; return of current roll cart is required

Cart size  Payment confirmation #

### Additional Roll Cart

Requires an increase in annual sanitation assessment fees and mandatory recycling subscription; prorated annual sanitation assessment fees must be paid in advance of roll cart delivery

- ☐ Please confirm acceptance of an increase in annual sanitation fees

Cart size  # of additional carts

### Replacement Roll Cart (replacement fee may apply)

Current cart size  Replacement cart size

- ☐ Lost ☐ Stolen ☐ Damaged

Once an application has been received, please allow up to 15 business days for roll cart delivery. **Please see page two for prepaid fee payment options and instructions.**

### For Office Use

Date received	Comments
Account #	
Service request #	
Lot __ North __ South __ Central __ East	

## PREPAID FEE PAYMENT OPTIONS

### Garbage Roll Cart Upgrades - one-time \$15 prepaid fee

The following are prepaid fee payment options for garbage roll cart upgrade requests **(use generic account number 7095731)**:

#### Online

1. Visit [www.dekalbsanitation.com](http://www.dekalbsanitation.com)
2. Click the **Make an Online Payment** option on the Welcome page
3. Enter customer number **7095731**; click log in
4. Click the **Make a Payment** option
5. Click the **Proceed with Payment** option
6. Click the **Sanitation Bill** option
7. Enter customer number **7095731**
8. Enter **Recycle** in the **Last Name** field
9. Enter **30032** in the **Zip Code** field
10. Enter the **Captcha code** automatically provided; click continue
11. The account may indicate a credit balance; please disregard
12. Enter the appropriate payment amount in the **Payment Amount** field; click continue
13. Follow the remaining prompts to complete payment. At the end of the transaction, a confirmation number will be provided, and will be required for completing the roll cart upgrade request.  
A \$4 nonrefundable third-party processing fee will be added to online payments.

#### Telephone automated system

1. Call 1-866-227-8924
2. Select option 2
3. Select the **Pay Commercial Sanitation Bill** option
4. Enter account number **7095731** when prompted for a customer number. The account may indicate a credit balance; please disregard.
5. Enter the appropriate payment amount and follow the remaining prompts to complete payment. At the end of the transaction, a confirmation number will be provided, and will be required for completing the roll cart request. A \$4 nonrefundable third-party processing fee will be added to telephone payments.

#### Mail

Make checks payable to the DeKalb County Sanitation Division and mail to 3720 Leroy Scott Drive, Decatur, GA 30032. **Please reference the service address and "garbage roll cart upgrade" in the memo section of your check.**

#### In person

Visit the Sanitation Division's administrative office at 3720 Leroy Scott Drive, Decatur, GA 30032. Payments via check, cash and debit or credit cards are accepted.

**Roll cart delivery time line** - Once payment has been made and confirmed, residents should allow up to 15 business days for roll cart delivery.