

## Requirements for Establishing Commercial Sanitation Service

All business license applicants must provide proof of sanitation service before a business tax certificate can be issued. All business applicants must provide their DeKalb County Sanitation Division account number and proof of sanitation service, which can be obtained from the Sanitation Division’s administrative office by emailing [CommercialService@dekalbcountyga.gov](mailto:CommercialService@dekalbcountyga.gov). All fees are approved and set by the DeKalb County Board of Commissioners and per the DeKalb County Solid Waste Code, Chapter 22, Sec. 22- 28, Code 1976 6-3006. Each business owner or tenant/renter is required to provide the documentation below when establishing service, by visiting the Sanitation Division’s administrative office.

<b>New Commercial Business Owner</b>	<b>Commercial Business Tenant/Lease</b>	<b>Change in Business Ownership</b>
<ol style="list-style-type: none"> <li>1. New commercial business application (<b>signed and approved by Sanitation Division staff only</b>)</li> <li>2. Photo identification: driver’s license/state identification/passport</li> <li>3. Proof of ownership: deed, title, bill of sale or property tax statement</li> <li>4. No outstanding sanitation debt associated with property</li> <li>5. Prepayment dumpster delivery and removal fee of \$150 per dumpster, plus the first month’s collection service based on dumpster size and number of service days</li> </ol>	<ol style="list-style-type: none"> <li>1. New commercial business application (<b>signed and approved by Sanitation Division staff only</b>)</li> <li>2. Photo identification: driver’s license/state identification/passport</li> <li>3. Lease agreement: signed and notarized lease or deed; no subleases</li> <li>4. Proof of responsibility for sanitation services: “stated in lease” or signed and notarized statement from property owner</li> <li>5. Prepayment dumpster delivery and removal fee of \$150 per dumpster, plus the first month’s collection service based on dumpster size and number of service days</li> </ol>	<ol style="list-style-type: none"> <li>1. New commercial business application (<b>signed and approved by Sanitation Division staff only</b>)</li> <li>2. Photo identification: driver’s license/state identification/passport</li> <li>3. Proof of ownership: bill of sale, title or deed</li> <li>4. Lease agreement: signed and notarized lease or deed; no subleases</li> <li>5. Account must be current prior to establishing new account</li> <li>6. Prepayment dumpster delivery and removal fee of \$150 per dumpster, plus the first month’s collection service based on dumpster size and number of service days</li> </ol>

Please contact the Sanitation Division’s customer service team at (404) 294-2900 for more information.