



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; 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; 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 ten 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
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.