



# Submitting new residential service request AND making prorated sanitation assessment fee for new service by USPS mail

## Application(s)/Supporting documentation

Complete a garbage or recycling paper application

Include any required documentation

- o Additional roll carts can only be requested by homeowners
- o Requires an increase in annual sanitation service fees
- o Provide proof of identity - government-issued ID
- o Provide proof of home ownership - closing statement

## Payments

Checks or money orders only (no cash)

Include service name and address

Mail to the Sanitation Division's administration building

## Mail application, documentation and payments to:

DeKalb County Sanitation Division

3720 Leroy Scott Drive

Decatur, GA 30032

Attention: New residential service

*Sample check payment*

	DATE <u>5/9/22</u>
PAY TO THE ORDER OF <u>DeKalb County Sanitation Division</u> <u>Three hundred &amp; fifty</u> _____ _____ DOLLARS	\$ <span style="border: 1px solid black; padding: 2px;">350.00</span>  _____
MEMO <u>Write your service address here</u> <u>Write "New residential service" here</u>	Place your <i>Signature</i> here _____