**City of Young Harris**

**Payment Options, Billing and Rental Agreements**

**Options for paying your Water/Sewer bills:**

1. You can pay your bill in person at City Hall with ***cash, check, or money order.***
   1. There is a drop box beside the front door for payments after hours.
   2. Payments by mail should be sent to Young Harris City Hall, P.O. Box 122, Young Harris, GA 30582.
2. Payments may also be made with a ***debit or credit card***
   1. at [www.youngharrisga.net](http://www.youngharrisga.net) with no surcharge.
   2. Payments with a debit or credit card made at City Hall in person or by telephone will have a surcharge of 3% added to them.
3. There is also the option of Automatic Bank Drafts which you can set up by filling out a form and attaching a voided check.

**Options for paying City Taxes, Rental Fees or other things in the city:**

1. You can pay any city related fee or tax by cash, check, money order, debit or credit card.
2. If paying for taxes or rental fees by debit or credit card, we do not have an online payment option at this time. You will need to make this payment at City Hall in person or by telephone. There will be a surcharge of 3% added to the bill.

**Water/Sewer Billing:**

Meters are read each month on the 20th unless the 20th falls on a weekend or holiday in which case the meters are read as close to the 20th as possible.

Everyone has a minimum billing amount. The amount you are billed depends on what type of meter you have, the size of the water line, and whether your location is inside or outside of the city limits of Young Harris, Georgia. You will receive a bill for the minimum amount regardless of usage for as long as you are on active status with the water department. (See Master Fee Schedule in the ordinance section).

If you live inside the city limits and have sewer services you will also have an additional minimum billing amount for the sewer which is based on the amount of water you use. There is also a charge for usage over the minimum if you exceed that amount. Water and sewer rates are set by the Young Harris City Council.

Bills are printed around the 26th or 27th of the month and mailed out the last day of the month so you should expect to receive your bill around the first week of each month. Payments are due by the 16th of each month. If you do not make your payment by the 16th a surcharge of 20% is added to your bill. **Paying your bill on** **time will save you money.**

Additionally, please read the front and back of the attached flier from ServLine as well as the Leak Adjustment Policy. Residential Customers will ***automatically be billed*** for Leak Insurance $1.95 for water and also $2.75 for sewer if you have sewer service. The leak insurance pays for a high-water bill caused by a leak. If you do not want the service or if you want to add additional line protection you must call 706-400-6116. Commercial Customers will be billed automatically for leak insurance unless the meter is larger than 2 inches. A copy of the leak and line insurance program may be obtained by requesting it at City Hall.

**Late Payments and/or Cutoff Information:**

If you have not made your payment by the 5th day of the month following the date your water bill was due your water will be cut off and the meter locked. You will have to pay your water bill in full plus a $75 fee to have your water turned back on.

When a customer is ready to cancel or stop service (sold home or business, moving from rental, etc.), customer will tell the city office that they want to cancel service. The office needs a stop date and new address. Once this has been completed, the public works department will cut off water/wastewater services. The finance department will issue a final refund of original deposit minus any outstanding balance on the account.