

Lee County Utilities Authority

905 US Hwy 19 S
Leesburg, Georgia 31763
Tel: (229) 759-6056
Fax: (229) 759-3319
www.lee.ga.us

For Office Use Only

Account #:

Temp Service Fee:

Entered By:

Temporary Service Form

*In order to receive Temporary Service with Lee County Utilities Authority, there must be **no occupant and minimal usage** at the residence.*

Landlord (Company) Name		
Contact Name	Contact Phone Number	
Service Address		
City	State	Zip Code
Billing Address		
City	State	Zip Code
Email Address		

When would you like your service to start? _____

Please note we do not start new services on weekends or holidays.

Lee County Utilities Authority charges a onetime \$35.00 temporary service fee to all customers plus all other mandated billing rates; this includes availability charges and water usage. Temporary service forms received are not processed until the following business day. All temporary service requests must be received before 4:30 PM, Monday thru Friday. Same day service requests must be received before 4:00 PM, Monday thru Friday, and is an additional \$35.00 fee.

Lee County Utilities Authority also requires written notification in order to disconnect services. We also process disconnects received the following business day or date indicated.

Completed forms along with a copy of your ID can be returned via Fax or E-mail. Our fax number is (229) 759-3319. You can e-mail forms to the following e-mail account: lcua@lee.ga.us. All requests received after 4:00 pm will be processed the next business day. It is the customer's responsibility to verify that the request has been received by our office. We are not responsible for requests not received or any charges/fees that may be associated with your account.