



MANAGEMENT
ELIZABETH ZELLER, INTERIM GENERAL MANAGER
BOBBY L CLOUD, DISTRIBUTION MANAGER
FRANK HAWKINS, PLANT MANAGER

P.O. BOX 1047
TRENTON, GA 30752
(706) 657-4341 • (706) 657-3938
FAX (706) 657-6778

Utility Public Records Request Form

Please fill out the following information to request records. Dade County Water & Sewer Authority reserves the right (Under O.C.G.A. Title 50 Chapter 18 Article 4) to charge a service fee based on the actual cost incurred for extensive use of information technology resources or labor costs of personnel providing the services.

Date of request: _____

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Description of Records (Please be as specific as possible):

How would you like this information? Mail Email Fax Pick up

Acceptable Payment Method: Check/Money Order, Cash, or Card (Visa, Mastercard, or Discover)

Signature: _____

For office use only:

Total Copies Provided: _____ Amount Due: \$ _____

Request Completed By: _____ Date Completed: _____