



RE: Private Development Contractor Application

To Whom It May Concern:

All Utility Contractors performing work on Etowah Water & Sewer Authority's (Authority) Water and/or Sanitary Sewer System must be approved by the Authority and listed on the Authority's most current list of approved Private Development Contractor. The Authority will review application from contractors requesting consideration for approval as a Private development contractor for each of the following projects: Water System, Sanitary Sewer System, and Sewage Lift Station.

Included with this letter is the Authority's application form and requirements for acceptance review. Please complete the application form & return with a current copy of your proof of insurance and Georgia Utility Contractor License. **You must maintain a current copy of your Georgia Utility Contractor's License and proof of insurance at all times.**

Contractor who furnish all requested information and are found to meet the requirements established by the Authority will be notified in writing and added to the Approved Private Development Contractor List. Likewise, contractors who do not meet said requirements will be notified in writing.

Thank you for your cooperation in this matter. If you need further assistance, please call me at (706) 216-8474.

Sincerely,

Etowah Water and Sewer Authority  
Engineering and Construction Department



## **PRIVATE DEVELOPMENT CONTRACTOR GUIDELINES**

- Must complete Private Development Contractor Application.
- There are 3 Approved Contractor Lists: Water, Sanitary Sewer, and Sewage Lift Station.
- Must provide copies of Georgia Utilities Contractor License and Proof of Liability Insurance w/ the Authority as certificate holder.
- Must provide (3) written references from a city, county, municipality, or authority for each utility you are seeking approval status.
- Must have a minimum of 3 years' installation experience for each utility you are seeking approved status.
- Once accepted, contractor is subject to a one-year probationary period. If all work and workmanship is completed in an acceptable manner to the Authority, the contractor will then be placed on the approved contractor list for said utility. After the one-year probationary period, unacceptable work will be grounds for the contractor to be removed from the approved list.
- Application, copies of insurance and license, and references must be faxed or mailed to the Authority before performing any work connecting to the Authority's water or sanitary sewer system.
- Send all correspondence to:

Etowah Water and Sewer Authority  
Engineering and Construction Department  
1162 Highway 53 East  
Dawsonville, GA 30534  
Phone: 706-216-8474  
Fax: 706-216-6170



**PRIVATE DEVELOPMENT CONTRACTOR APPLICATION**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Ga Utility Contractors Lic.#: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Insurance Policy #: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Number of Years: In Business \_\_\_\_\_

**Number of Years Installing:**

Water \_\_\_\_\_ Sanitary Sewer \_\_\_\_\_ Sewage Lift Station \_\_\_\_\_

Check Utility seeking approval for. (Check all that apply)

Water \_\_\_\_\_ Sanitary Sewer \_\_\_\_\_ Sewage Lift Station \_\_\_\_\_

Please list three references from another city, county, municipality or Authority where work was completed for each utility applying for.

Utility Owner	Utility Type	Date Completed	Contact Name & #

The following items must be faxed or mailed to the Authority.

- Current copy of Ga Utility Contractor License
- \$1,000,000 Liability insurance policy w/the Authority as certificate holder
- (3) Written references from another city, county or municipality, or authority.

Once accepted, contractor is subject to a one-year probationary period. If all work and workmanship is completed in an acceptable manner to the Authority the contractor will then be placed on the approved contractor list for said utility. After the one year probationary period, unacceptable work will be grounds for the contractor to be removed from the approved list.

It is the contractor’s responsibility to maintain a current copy of the Ga Utility Contractor License and Insurance certificate at the Authority’s office at all times. Failure to do so will result in being removed from the approved contractor list until records are updated.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For official use only		
_____ Approved	_____ Declined	Date: _____