



# Clay County Board of Commissioners

P.O. Box 519, Fort Gaines, GA 39851  
Ofc: 229.768.3238 Fax: 229.768.3672  
Web: <http://www.claycountyga.org>

**Chairman**

Gerald Von Anderson, III  
District 4

**Vice Chairman**

Willie McCoy  
District 5

David Shivers  
District 2

Dan Giles  
District 1

Barry Waters  
District 3

William Mills, Esq.  
County Attorney

Pamela Ward  
County Administrator  
[admin\\_claycomm@alltel.net](mailto:admin_claycomm@alltel.net)

Teresa Smith  
County Clerk  
[teresa\\_claycomm@alltel.net](mailto:teresa_claycomm@alltel.net)

## *Welcome to Clay County!*

On behalf of the Clay County Board of Commissioners, we would like to welcome you to Clay County. The attached will outline various steps you will need to complete in order to make your move to Clay County pleasant and seamless.

The City of Fort Gaines and Clay County both have Planning and Zoning Regulations. BEFORE you begin any renovation or construction project, please contact the appropriate entity for a copy of these regulations. This will prevent any confusion or needless fines for failure to file properly. Our zoning regulations were put in place to protect our environment and integrity of the county.

Also note, Clay County levies a Refuse Tax. This is a mandated tax and is required for all residential property owners. This provides for \$13.00 per month for refuse pickup. Annual fees are \$143.00 (you receive one month free for paying in advance.) Please complete the attached Solid Waste Application and submit with the new resident checklist. Failure to pay this tax can result in a levy on your property.

We hope that you find this information helpful. Please feel free to contact our offices if you need any additional assistance.

Respectfully,

Pam Ward  
County Administrator

## CLAY COUNTY NEW RESIDENT CHECK LIST

**BEFORE** electrical power is connected to any new or renovated residence or business, the following checklist must be completed and approved by Fort Gaines or Clay County Board of Commissioners:

Customer requesting Service: \_\_\_\_\_

Address for service request: \_\_\_\_\_

(Physical address of property where service is provided)

Mailing Address if different: \_\_\_\_\_

Customer Phone Number (s): \_\_\_\_\_

If you live within the city limits of Fort Gaines, please contact the following for assistance:

City Hall, 103 Commerce Street, Fort Gaines, GA. 39851; PH: 229.768.2443

CITY REQUIRED SERVICES	YES	NO	COMPLETED Initials
Building Permit Required?			
Sewer Connection Needed?			
Water Connection Needed?			
Gas Connection Needed?			
Electrical Connection Needed?			
<b>City Zoning Correct for Application?</b>			

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Approved by City of Fort Gaines

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

If you live **outside** the city limits of Fort Gaines, please contact the following for assistance:

County Administration Building, 105 North Washington St., Fort Gaines, GA 39851; PH: 229.768.3238

COUNTY REQUIRED SERVICES	YES	NO	COMPLETED Initials
E-911 Address Applied For?			
Garbage Service Applied for?			
Building Permit purchased from County Clerk?			
Mobile Home Permit purchased to move in or out of County?			
Water Connection Needed?			
Electrical Connection Needed?			
County Zoning Correct for Application?			
Post Office Notified of E-911 Address			
<b>Do you require a septic tank? (Apply to Health Department – present approved application with this check list to County Administration.)</b>			

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Approved by County Administration

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

*COPY OF THIS APPLICATION FORWARD TO E-911 COORDINATOR FOR ASSIGNMENT OF E-911 ADDRESS ON (DATE)*

\_\_\_\_\_  
BY: \_\_\_\_\_

RESIDENTIAL SOLID WASTE APPLICATION

PLEASE PRINT

Date of Application: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Street Address OR County Road number of Property where refuse will be picked up:

\_\_\_\_\_

Mailing Address (If different): \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Other: \_\_\_\_\_

Own Property: [ ] New Residence [ ] Purchased when: \_\_\_\_\_

Rent [ ] If renting, landlords name: \_\_\_\_\_

Landlords address: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Service Required: [ ] Cans How many? \_\_\_\_\_

I have received and been given an explanation of a copy of the Solid Waste Ordinance.

Applicants Signature: \_\_\_\_\_

Do not write below – for office use only

[ ] New Owner [ ] Closed Account – received disconnect notice

[ ] Name Change [ ] Date closed account: \_\_\_\_\_

[ ] Change of Address [ ] Vacant Property

[ ] Moved [ ] Sold

[ ] Other: \_\_\_\_\_

Price for monthly billing: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

New Account Number: \_\_\_\_\_

COMMERCIAL SOLID WASTE APPLICATION

PLEASE PRINT

Date of Application: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Street Address OR County Road number of Property where refuse will be picked up:

\_\_\_\_\_

Name of Business: \_\_\_\_\_

Owners Name: \_\_\_\_\_

Mailing Address (If different): \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Other: \_\_\_\_\_

Own Property: [ ] New Business [ ] Purchased when: \_\_\_\_\_

Rent [ ] If renting, landlords name: \_\_\_\_\_

Landlords address: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Service Required: [ ] Dumpster How many? \_\_\_\_\_ [ ] Cans How many? \_\_\_\_\_

Pickup: [ ] Once a week [ ] Twice a week [ ] Daily

I have received and been given an explanation of a copy of the Solid Waste Ordinance.

Applicants Signature: \_\_\_\_\_

Do not write below – for office use only

[ ] New Owner [ ] Closed Account – received disconnect notice

[ ] Name Change [ ] Date closed account: \_\_\_\_\_

[ ] Change of Address [ ] Vacant Property

[ ] Moved [ ] Sold

[ ] Other: \_\_\_\_\_

Price for monthly billing: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

New Account Number: \_\_\_\_\_

Helpful contacts for new residents:

Power:

Georgia Power  
101 S. Hancock St.  
Fort Gaines, GA 39851  
Tues -Thurs; 9:00 a.m. – 1:00 p.m.  
888.660.5890

Pataula Electric Membership Coop  
925 Blakely St.  
Cuthbert, GA  
229.732.3171

Phone and internet service:

Alltel Communications  
800.501.1754

Other Services or Points of Contact:

## In Case of Emergency dial **9-1-1**

Fort Gaines Post Office  
Hancock St.  
Fort Gaines, GA  
229.768.2413

Regions Bank  
215 S. Washington St.  
Fort Gaines, GA 39851  
229.768.2535

Clay County Library  
208 S. Washington Street  
Fort Gaines, GA 39851  
229.768.2248

Clay County Courthouse  
210 S. Washington St.  
Fort Gaines, GA 39851  
229.768.2631

Clay County Health Dept.  
147 Wilson St.  
Fort Gaines, GA 39851  
229.768.2355

Tax Commissioner (Pay Taxes, purchase vehicle tags)  
103 N. Washington St.  
Fort Gaines, GA 39851  
229.768.2915

Tax Assessor (Assess Taxes – Apply for Homestead Exemption  
if applicable)  
210 S. Washington St.  
Fort Gaines, GA 39851  
229.768.2000

For non-emergency's:  
Clay County Sheriff's Office  
Fort Gaines, GA  
229.768.2505

Clay-Quitman Extension Service  
107 E. Commerce St.  
Fort Gaines, GA 39851  
229.768.2247

Clay County Board of Education  
111 E. Commerce St.  
Fort Gaines, GA 39851  
229.768.2232

Senior Citizens Center  
Wilson St.  
Fort Gaines, GA 39851  
229.768.3043