

## **Electrical Reconnect Permits**

When Georgia Power or any other electric utility company directs customers to their local permitting office, it is because the power has been disconnected for at least 6 months. Therefore, a reconnect permit is required.

To apply for a reconnect permit, you will need to upload the following items:

- Proof of ownership (tax records, deed, mortgage statement, etc.) or, if you are the tenant, a copy of your lease.
- Copy of your valid state issued photo identification (driver's license, state id card, etc.)

You will need to create an account in Sages, our online permitting software. Once you create your account, it will have to be approved. This process can take anywhere from 2 hours to 24 hours. Once your account has been approved, you can then apply for your electrical reconnect permit.

Once you complete your electrical permit application, you will need to upload a copy of your valid state issued identification, along with proof of ownership. If you are the tenant, then you will need to upload a copy of your lease.

Once submitted, a Permit Coordinator will review your application for accuracy and ensure you have uploaded proper documentation. If all requirements are met, you will be emailed an invoice for payment. The cost for the electrical reconnect permit is \$100. The email will contain instructions on how to pay your invoice online. Once payment is made, you will then forward your email payment confirmation to [permits@cityofsouthfultonga.gov](mailto:permits@cityofsouthfultonga.gov). Your Permit Coordinator will then update your application to show the fees as paid. He/she will then issue your permit. You will now be able to schedule your inspection in Sages. Prior to scheduling your inspection, be sure to have the permit card visible at the job site.

To schedule your inspection for the next business day, you must submit your request prior to the 4pm cutoff time. Make sure to include any important information for the inspector, such as, a contact number or information he/she may need to enter the property. The Inspector will need access to your electrical panel. Once the inspection has been completed and passed, the Inspector will inform the Permitting division to release your approval to the electric company. You will need to place your order with the electric company to avoid any delays.