

PREPAID FEE PAYMENT OPTIONS

Special Collection

The DeKalb County Sanitation Division is pleased to announce the following prepaid fee payment options for all special collection requests ([please use generic account number 7095720 for all payments](#)):

Online - visit www.dekalbcountyga.gov; select the make payments option; select the commercial & residential sanitation option; enter account number **7095720**; select the make payment option; select the proceed with payment option; select the sanitation bill option; enter **7095720** in the Customer Number field; enter **Special** in the Last Name field; enter **30032** in the Zip Code field. The account may indicate a credit balance; please disregard. Please enter the appropriate payment amount, and follow the remaining prompts to complete your payment. At the end of your transaction, you will be provided a confirmation number. **For the completion of your service request, it is mandatory to email sanitation3720@dekalbcountyga.gov with your payment confirmation number, name and address, referencing your request for a special collection.** A \$4 nonrefundable third-party processing fee will be added to online payments.

Telephone automated system - Please call 1-866-227-8924; select option 2; select the pay commercial sanitation bill option; enter account number **7095720** when prompted for a customer number. The account may indicate a credit balance; please disregard. Please enter the appropriate payment amount and follow the remaining prompts to complete your payment. At the end of your transaction, you will be provided a confirmation number. **For the completion of your service request, it is mandatory to email sanitation3720@dekalbcountyga.gov with your payment confirmation number, name and address, referencing your request for a special collection.** A \$4 nonrefundable third-party processing fee will be added to telephone payments.

Mail - Please make checks payable to the DeKalb County Sanitation Division and mail to 3720 Leroy Scott Drive, Decatur, GA 30032. Please provide your reference number from the top right of the special collection assessment form you received, date your special collection assessment was completed, and indicate special collection in the memo section of your check.

In person - Please visit the Sanitation Division's administrative office at 3720 Leroy Scott Drive, Decatur, GA 30032. Payments via check, cash and debit/credit cards are accepted.

Special collection servicing time line - The delivery of requested materials will occur within 10 business days after the request has been received and processed, and the necessary prepayments have been made.