



NEW SERVICE PACKET

PLEASE SUBMIT ALL OF THE REQUIRED DOCUMENTATION LISTED ON THE NEXT PAGE VIA EMAIL.

INCLUDE YOUR DESIRED SERVICE START DATE IN THE SUBJECT LINE AND SEND YOUR EMAIL TO HBURLESON@CITYOFPEARIDGEGAR.GOV ALTERNATIVELY, YOU MAY BRING ALL DOCUMENTATION IN PERSON TO OUR OFFICE AT 885 N. CURTIS AVE.

WHEN YOU SET UP SERVICE THIS WILL ALSO INCLUDE SEWER IF APPLICABLE AND IF YOU ARE INSIDE CITY LIMITS IT WILL INCLUDE YOUR TRASH SERVICE AS WELL.

ONCE SERVICE IS ESTABLISHED YOU WILL RECEIVE AN EMAIL WITH YOUR ACCOUNT NUMBER AND A WELCOME PACKET. IF A DEPOSIT IS REQUIRED YOU WILL RECEIVE A LINK TO PAY, SERVICE CANNOT BE ESTABLISHED UNTIL ALL FEES ARE PAID.

IF YOU HAVE QUESTIONS PLEASE CONTACT US AT 479-451-1109, ANYONE IN THE OFFICE CAN ANSWER QUESTIONS ABOUT NEW SERVICE.

**885 N CURTIS AVE
PO BOX 29 PEA RIDGE, AR 72751
479-451-1109**

NEW SERVICE CHECKLIST

TO AVOID ANY DELAYS IN PROCESSING YOUR SERVICE REQUEST IT IS IMPORTANT TO SUBMIT EVERYTHING TOGETHER AT ONE TIME.

NEW SERVICE APPLICATION



TWO FORMS OF ID FOR EACH APPLICANT

IF SOMEONE IS LISTED IN THE SPOUSE SECTION WE HAVE TO HAVE 2 FORMS OF ID FOR THEM TOO

PROOF OF HOME PURCHASE

NOT NEEDED IF RENTING

LETTER OF CREDIT

REQUIRED TO WAIVE DEPOSIT

FEEES:

**DEPOSIT: * HOMEOWNERS: \$75 WATER & SEWER
\$50 IF ON SEPTIC**

*** RENTERS: \$125 WATER & SEWER
\$100 IF ON SEPTIC**

*** COMMERCIAL: \$175**

NEW SERVICE FEE: \$35 APPLIES TO ALL NEW SERVICE APPLICATIONS

IF DEPOSIT IS WAIVED THIS WILL BE PUT ON YOUR FIRST BILL, OTHERWISE IT IS DUE UP FRONT WITH YOUR DEPOSIT

YOU MAY QUALIFY TO WAIVE THE DEPOSIT BY PROVIDING A LETTER OF CREDIT FROM A PREVIOUS UTILITY PROVIDER (WATER, ELECTRIC, OR GAS) SHOWING NO MORE THAN THREE LATE PAYMENTS IN THE LAST 12 MONTHS.