



# Utility Service Agreement

BASIC INFORMATION	Applicant Name: _____	
	Co-Applicant Name (must be present): _____	
	Service Address: _____	
	Date Service Needed: _____ Phone Number: (____) _____	
	Mailing Address: _____	
	E-mail: _____	E-Notification with Printed Bill E-Notification <b>without</b> Printed Bill
Employer: _____	Own Rent Manage	
CREDIT INFORMATION	<u>Applicant:</u>	
	Driver's License/Passport Number: _____	State/Country: _____
	Social Security Number: _____	Birth Date: _____
	<u>Co-Applicant:</u>	
Driver's License/Passport Number: _____	State/Country: _____	
Social Security Number: _____	Birth Date: _____	
CONTACT	<u>Third Party Contact:</u> (not residing at service address)	
	Name: _____	Phone Number: (____) _____
Address: _____		Relationship: _____
AGREEMENT	<p>The undersigned certifies that all information contained herein is true and correct.  The customer agrees to pay for such services at the rates, times, and in the manner now and hereafter established by the City of Bentonville, Arkansas. Customer agrees to abide by all ordinances, regulations and Terms and Conditions of Service governing utility service with the City of Bentonville, Arkansas as may now or hereafter be adopted. Your credit file may be accessed to verify your identity in order to comply with the Fair and Accurate Credit Transactions Act and/or to establish your security deposit amount.</p>	
	Applicant Signature: _____	Date: _____
Co-Applicant Signature: _____	Date: _____	
**CITY USE ONLY**	City Representative's Signature: _____ Date: _____	
	Account Number: _____	Deposit Amount: \$ _____
	Past Due Account Number: _____	Past Due Amount: \$ _____
	Identity Verification Report Number: _____	SV: _____ SA: _____ GA: _____
	Collection Agency Notification: Initials: _____ Date: _____	Agency Member's Name: _____

RESIDENTIAL

# UTILITY ACCOUNT CHECKLIST



## CITY OF BENTONVILLE

1000 SW 14TH ST

BENTONVILLE, AR 72712

(479) 271-3100

EGOVUTILITY@BENTONVILLEAR.COM



Transfer of  
Service

### WHAT TO DO:

1. Call us to request a transfer (moving within Bentonville) OR stop by our office
  - Your account must be active and current to transfer
2. If moving to an apartment complex, email your cover letter from your apartment to [egovutility@bentonvillear.com](mailto:egovutility@bentonvillear.com)



New  
Service

### WHAT TO DO:

1. Complete the Utility Service Agreement. This can be found on our website at [www.bentonvillear.com/233/new-customers](http://www.bentonvillear.com/233/new-customers)
2. Email your Utility Service Agreement, a copy of the applicant and co-applicant's photo id, and your cover letter (if moving to an apartment) to [egovutility@bentonvillear.com](mailto:egovutility@bentonvillear.com)
  - As part of the identity verification, you may need to provide your Social Security card
3. Call us to continue the set-up process OR stop by our office

\* There is a non-refundable \$15 service fee applied to all accounts. An additional \$15 will be applied for same day service.

\* All past due balances and required deposits must be paid in full to transfer or start new service.