



# Utility Service Agreement - Personal

**BASIC INFORMATION**

Applicant Name: \_\_\_\_\_  
Co-Applicant Name (must be present): \_\_\_\_\_  
Service Address: \_\_\_\_\_  
Date Service Needed: \_\_\_\_\_ Phone Number: (\_\_\_\_\_) \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Employer: \_\_\_\_\_

E-Notification with Printed Bill  
E-Notification **without** Printed Bill  
Own      Rent      Manage

**CREDIT INFORMATION**

Applicant:  
Driver's License/Passport Number: \_\_\_\_\_ State/Country: \_\_\_\_\_  
Social Security Number: \_\_\_\_\_ Birth Date: \_\_\_\_\_  
Co-Applicant:  
Driver's License/Passport Number: \_\_\_\_\_ State/Country: \_\_\_\_\_  
Social Security Number: \_\_\_\_\_ Birth Date: \_\_\_\_\_

**CONTACT**

Third Party Contact: (not residing at service address)  
Name: \_\_\_\_\_ Phone Number: (\_\_\_\_\_) \_\_\_\_\_  
Address: \_\_\_\_\_ Relationship: \_\_\_\_\_

**AGREEMENT**

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.

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: \_\_\_\_\_

**PERSONAL**

# 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 \$25 service fee applied to all accounts. Same day service from 8AM-2PM is \$50.

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