

**Washington Water Authority**  
**A Project of the Rural Development Authority**

PO Box 178  
 12567 US Highway 62 West  
 Farmington, AR 72730  
 Phone (479) 267-2111  
 Fax (479) 267-5945

## REQUEST FOR WATER SERVICE

(1) <u>Date</u>	(2) <u>Legal Name of Property Owner</u>	(3) <u>Best Contact Phone Number</u>	
(4) <u>Mailing Address</u>		(5) <u>City/State</u>	(6) <u>Zip Code</u>
(7) <u>Parcel and/or Lot Number- REQUIRED</u>		(8) <u>911 address where service will be located - REQUIRED</u>	
(9) <u>Is property being Split/Subdivided or has it been recently?</u>	(10) <u>If answer to #9 is YES, list number of lots being created.</u>	(11) <u>Describe Type of Water Use</u>	
(12) <u>E-Mail Address</u>			

- (13) Provide a Location Map From County Website – REQUIRED
- (14) If Subdividing, Provide a clearly defined Survey of Tract Split or County Planning Tract Split Approval
- (15) Provide any additional information below that might be relevant to the Request for Water Service form to help in assisting in the determination of water service availability

**I hereby Certify that I am the true and correct property owner of record.**

**Date**

### For official use ONLY

<u>Date</u>	<u>Inspector</u>	<u>Approved</u>	<u>Rejected</u>	<u>Comments</u>
Follow-Up Date	Follow Up Letter Sent (Yes) (NO)			

# Instructions for Completing Request Form

- (1) Date form is completed
- (2) Legal name of the property owner of Record at the County Courthouse
- (3) Best Contact Phone Number (Cell, Business, Home, etc.)
- (4) Address for correspondence purposes
- (5) Postal address city and state
- (6) Zip Code
- (7) Parcel Number, or Parcel and Lot number if in a subdivision or being subdivided
- (8) 911 address where service will be located. If not known it can be obtained from Washington County 911 administrator (479-444-1721). If it is another county, please contact your county for a 911 address. This is **REQUIRED** before the request can be processed.
- (9) Answer if the property is proposed to be subdivided to a tract split for the property or if it has been split within the previous 10 years.
- (10) Provide the number of proposed lots to be serviced if the property is being split or has been split. If lots are split that do not have water main frontage, or if the existing water main does not have sufficient hydraulic capacity, then a water main extension/upgrade may be necessary to service any split lot that does not touch where a water main is located, or to get sufficient hydraulic capacity to service a property, excluding a road crossing.
- (11) Brief description of how water will be used. (Example: Residential, Multi-Family Residential, Commercial(include type of business), Agricultural(type/amount), etc.). If high use commercial or agricultural, put the maximum daily usage.
- (12) Provide a current email address so we can ask questions if necessary.
- (13) Survey/Location Map. Yes/No. A Parcel Map with Roads shown, property lines shown, aerial photo shown, 911 address and parcel number shown, etc. as found on the Washington County website at <http://arcserv.co.washington.ar.us/flex/public/> or the main website at [www.co.washington.ar.us/](http://www.co.washington.ar.us/), under the "Government" tab, then click on "Assessor", then click on "View GIS Maps". If the property is in Benton, Madison, or Crawford County, visit that county website for a map.
- (14) If subdividing, please provide additional mapping info or if the property has been split and you bought a piece of property.
- (15) Supply any additional information that might be helpful in the assessment of the availability of water service.

**ALL INFORMATION MUST BE COMPLETED BY THE PROPERTY OWNER, NOT A PROSPECTIVE PURCHASER OR REALTOR. THE PROPERTY OWNER OF RECORD AT THE WASHINGTON COUNTY COURTHOUSE MUST SIGN THIS APPLICATION.**

**This form must be an original submitted to the WWA office, not a copy.**

With this information, WW A will be better able to determine if another meter service can be added without adversely affecting any of the existing customers current level of water service. Each request will be looked at and a determination will be made on a case by case basis. We regret that in some areas, the capacity of the water mains have reached their maximum capacity and we are unable to provide additional water services in the area until water main upgrades, pump station upgrades, and/or tank upgrades are completed. The property owner may be required to run a water main to reach a property to properly service it or to increase the capacity in the area of the request to meet the water demand of the request. Washington Water Authority is currently working on several areas of upgrades, however, the growth of Northwest Arkansas has outpaced the physical and financial ability of the Washington Water Authority to upgrade all areas immediately. The process of upgrading water mains to meet demand requirements will be a continuing process from this point in time forward.

Washington Water Authority's existence is to provide water service to residents within our designated service area. Washington Water Authority is committed to providing the best water service possible to each of our customers. We look forward to working with you and having you as a customer in the near future.

If you have any questions, please feel free to contact the Staff at Washington Water Authority.