

**This section is for office personnel, please leave blank.**

Date: _____	Service Type: Residential _____ Commercial _____
Account: _____	Rent or Own: Rent _____ Own _____
Amount: _____	Inside City Limits: Yes _____ No _____
Receipt: _____	Payment Type: _____
SO Date: _____	Cash _____ Check _____ Credit/Debit _____

## **Application for Ward Water & Sewer System**

\*Water service may not be connected for at least 24 hours pending application process\*

**The Ward Water and Sewer System is an Equal Opportunity Program**

Name of Applicant: \_\_\_\_\_ Email Address: \_\_\_\_\_

Service Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Applicant's Phone #: \_\_\_\_\_

Driver's License # \_\_\_\_\_ State: \_\_\_\_\_ Social Security # \_\_\_\_\_

**IN CASE OF EMERGENCY, PLEASE CONTACT:** Name: \_\_\_\_\_ Ph #: \_\_\_\_\_

**Would you like to receive your bill by:** ☐ EMAIL ☐ MAIL ☐ BOTH

**\*\* Sign up for text/email alerts for water outages: [www.water.wardarkansas.org](http://www.water.wardarkansas.org) \*\***

**Applicants living inside city limits must pre-pay for sanitation charges.**

Applicant warrants that all plumbing is in good working order and that no water faucets, inside or outside are left open. It is further agreed and understood that if damages to the property should result from broken pipes, leaking plumbing, open faucets, or other malfunctions of appliances or equipment when service is connected that it shall be the sole responsibility of the applicant and/or property owner and The Ward Water and Sewer Department shall not in any way be held liable. **Applicant must be on premises before water can be turned on. If applicant is not present when our field operator arrives, he or she is only allowed to unlock the water meter. The customer will be responsible for turning on the water at the meter. Ward Water and Sewer will not be responsible for any damage if applicant is not present when the meter is unlocked.**

***Returned Checks or Drafts are considered to be non-payment and can similarly lead to disconnected service.***

In addition to the above, the customer agrees to pay all costs, including reasonable attorney's fees incurred by the City of Ward or the Ward Water and Sewer Department through its efforts to collect any delinquent charge or account and/or to enforce any corresponding water service agreement.

### **A.C.A. 14-234-603. Refusal of water service for delinquency.**

If a person who is delinquent on the payment of an undisputed bill for water service, wastewater service, or sewer service provided by a water system within this state moves into another area of this state and that person applies for or receives water from another water system, if the person's former water system establishes that there is no dispute that the delinquent amount is properly due and owed by that particular individual in that amount, the new water system shall refuse to provide water service to the delinquent person until the person provides proof of curing the delinquency. **Applicant Initials:** \_\_\_\_\_

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

(Revision Date: September 2025)