

INSTRUCTIONS

Village of Arlington – Water and Sewer Contract/Change Request/Shut Off Form

1. This form is to be completed by the property owner only. Incomplete forms will not be accepted. **PLEASE PRINT CLEARLY**
2. The form may be obtained at the Arlington Library or downloaded at www.villageofarlington.com
3. The **completed form** may be returned to the utility payment slot at the Municipal Building or sent to arlingtonvillage699@gmail.com.
4. The form has to be filled out **completely**. If the form is not complete service cannot be started or ended. Once complete this will allow the activation or deactivation of water/sewer services, **within 2 working days**, time permitting.

If you have additional questions, you may contact: Shelly Heacock, Board of Public Affairs Clerk (567)301-6305 of VOAwaterclerk@gmail.com.

Water/Sewer Superintendent: (419)348-3197

Village answering service: (419)365-5253