

# Purchasing Saturday Inspections Online

## Frequently Asked Questions

1. Q: How do I pay my Saturday Inspection Fee online?

A: Follow the Steps Below **(You can only pay one fee per transaction)**

### Step 1: Click the link below to access the fee online

[Public Works - Saturday Inspection Fee](#)

### Step 2: Click Add to Cart



Home

Activities

Reservations

Memberships

Sports

## Public Works - Saturday Inspection Fee

> [Home Page](#) > [Membership Search](#) > Public Works - Saturday Inspection Fee

Category: Adult

Standard Price: \$100.00

Add to Cart

Individual



**Step 3: Select Create New Account (if you do not already have one) OR Login with your username and password.**

**Your username must be a valid email address.**

Already have an account?

Login

Login ID, Customer # or Email

Password

I'm not a robot

reCAPTCHA  
Privacy - Terms

[Forgot your login name?](#)

[Forgot your password?](#)

Login

Don't have an Account?

Create New Account

**Step 4: Enter the required information. Please enter the company's address not your personal address (\*please list company name on the second line in address section, see example below). Click Next to continue.**

Name & Address

**Please make sure you input your complete address including words or abbreviations such as Drive, Street, Lane, Parkway, Dr, St, Ln, Pkwy. etc.**

Please note that in order to create an account for a child you must create an account for an adult first. Additional family members can be added to your account during registration.

\* Denotes a required field.

\*First Name (Required)

Public

\*Last Name (Required)

Works

\*Street Address (Required)

101 W. Abram Suite xx

City of Arlington

\*City, State, Zip Code (Required)

Arlington TX 76013

[Add Mailing Address\(if different from above\)](#)

[Cancel & Return Home](#)



Next ▶

**Step 5: Continue entering required information.** *Please note that this online system only allows users to pay for the inspection fee. Any text message or email alerts are not associated with your transaction or Public Works and Transportation Department. These notifications are from activities within the Parks and Recreation Department. If you do not wish to receive these notifications do not agree and uncheck any box that is checked to receive.*

Contact Information

Please enter your contact information.

\* Denotes a required field.

\*Primary Phone (Required) Extension

Text Message Alert Phone

Text Message Alert Carrier

Carrier

Yes, I agree to receive text messages

\*Email address (Required)

Yes! Please email me the latest news and information.

Yes! Please mail me the latest news and information.

[◀ Back](#)

[Cancel & Return Home](#)



Next ▶

**Step 6: Continue entering required information for yourself**

name & address

contact information

3  
personal  
information

4  
account information

## Personal Information

Please enter your personal information.

\* Denotes a required field.

\*Gender (Required)

Please select your gender... ▼

Users must be 13 years of age or older.

\*Date of Birth (Required)

mm/dd/yyyy

Main Contact

\*Customer Type (Required)

General Public ▼

Subscription Lists



◀ Back

[Cancel & Return Home](#)

Next ▶

**Step 7: Under your account information please enter the email address your as the Alternate ID. Create your password using the required format. Check the “I am not a robot” box and then Create Account button.**

name & address

contact information

personal  
information

4  
account  
information

## Account Information

Please enter your account information.

\* Denotes a required field.

\*Email address (Required)

PublicWorks@arlingtontx

Add Alternate Login ID

\*Alternate Login ID (Required)

PublicWorks@arlingtontx

\*Password (Required)

.....

Contain at least eight characters in length

Contain at least one letter and one number

\*Confirm Password (Required)

.....

By creating an account, you are agreeing to [terms of use](#) and [privacy rights](#).

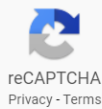
City of Arlington:

[Terms of Use](#) | [Your Privacy Rights](#)

Active Network, LLC:

[Terms of Use](#) | [Copyright Policy](#) | [Your Privacy Rights](#)

I'm not a robot



Create Account



**Step 8: On the Membership Sale Form, please choose No, don't automatically renew this Membership when it expires. \*If you choose Yes, you would be**

authorizing your credit card to be charge automatically as a system default.  
button.

## Membership Sale Form

### ▼ Package Details

**Name** Public Works - Saturday Inspection Fee  
**Description** Individual  
**Category** Adult  
**Standard Price** 100.00  
**Maximum Uses** 0

### ▼ Choose Membership Automatic Renewal

- No, don't automatically renew this Membership when it expires  
 Yes, do automatically renew this Membership when it expires

Add to my Cart



**Step 9: Participant Information – your name will default in Selected Participant box, Click Continue to add the item to your shopping cart.**

You will need to check the box next to "Agree to Waiver. The waiver is a generic release in the system.

Select Check Out to make payment. A receipt will be emailed to you for your records.

## Participant Information

Please choose a participant. If you need to modify your personal or family member information, click [My Account](#)

▼ **Membership Passes for Public Works - Saturday Inspection Fee**

Select Participant 1  [Add Family Member](#)

Status **Pass assigned**

When you are finished, click [Continue](#)

To cancel this transaction, click [Cancel](#)



## Shopping Cart

**Public Works** PW 1 Item, \$100.00 in total.

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**Public Works - Saturday Inspection Fee** \$100.00 ▼

MEMBERSHIP

Valid until: Apr 18, 2020

[✎](#) [🗑](#)

### Order Summary

Subtotal \$100.00

**Due Now \$100.00**

[Check Out](#)

### Quick Donation

Select campaign ▼ \$ 0.00

[Donate](#)

### Waiver

Please read the following waivers and agreements carefully. They include releases of liability and waiver of legal rights, and deprive you of the ability to sue certain parties. By agreeing electronically, you acknowledge that you have both read and understood all text presented to you as part of the checkout process.

I have read and agree to [Waiver](#). (Required)

**Waiver**

Waiver: In consideration of my (and/or my child's) participation in this activity, I hereby release and discharge the Organization, and its representatives, successors, and assigns, from any and all liability arising from accident, injury, and illness that I (he/she) may suffer as a result of my (our) participation in this activity. I (we) also will follow the rules and regulations set by the Organization and above named parties. Parent or guardian must sign for anyone age 18 and under. I do hereby grant and give these groups the right to use my or my child(s) photograph or image with or without my or my child's name, both singly and in conjunction with other persons or objects and presentations, advertising, publicity, and promotion relating thereto.