

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 Enroll Now



Home > Membership search > Membership detail



Public Works - Saturday/Holiday Inspection Fee

Enroll Now

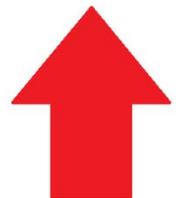
Category Individual

Validity period Expires 5 day(s) after issue **Renewable**

Uses Unlimited

Membership type Individual

Description: Public Works - Saturday/Holiday Inspection Fee

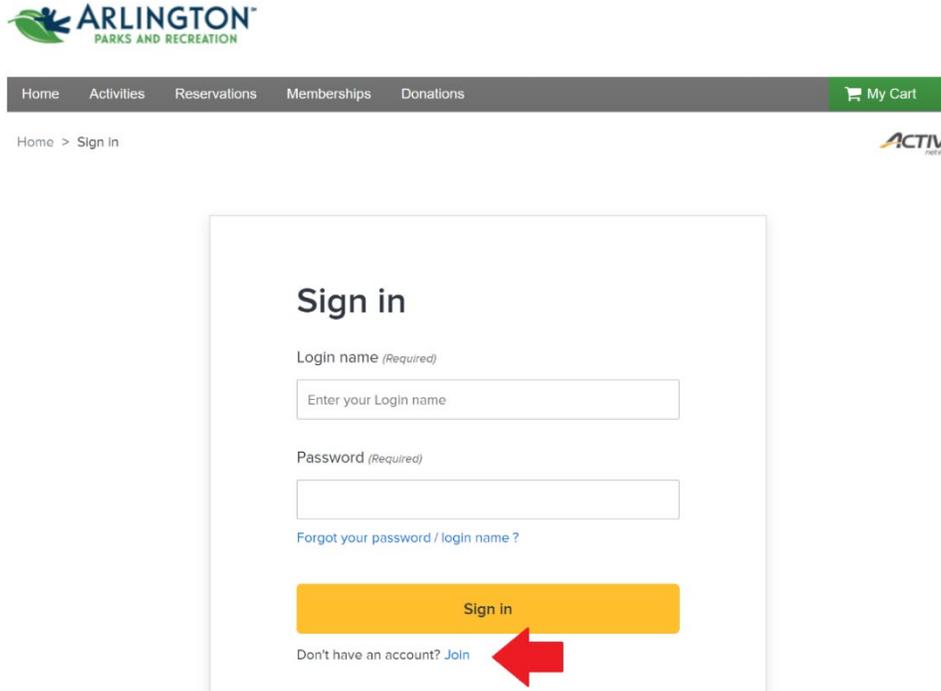


Step 3: Sign into your account with your Login name and password

OR

Select Join to create a new account.

Your username must be a valid email address.



ARLINGTON
PARKS AND RECREATION

Home Activities Reservations Memberships Donations My Cart

Home > Sign In

ACTIV

Sign in

Login name *(Required)*

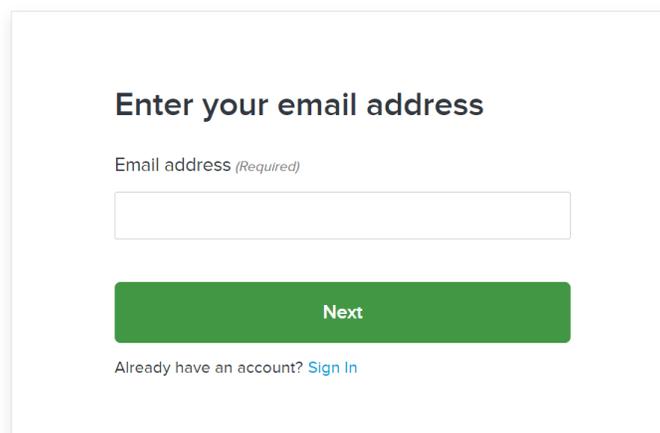
Password *(Required)*

[Forgot your password / login name ?](#)

Sign in

[Don't have an account? Join](#)

Step 4: If creating a new account, 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.



Enter your email address

Email address *(Required)*

Next

Already have an account? [Sign In](#)

Step 5: Continue entering required sign up 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.*

Sign up

Required fields are marked *

Email address

Test@yahoo.com [Change](#)

First name *

Last name *

Date of birth *

October ▼	3 ▼	2023 ▼
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Yes, I am the head of household of my family

Country *

Password *

Passwords must be 8 or more characters, and contain three of these: lowercase, uppercase, numeric, and special characters.

Confirm password *

- Yes! Please email me the latest news and information.
- By creating an account, I accept the [Terms of Use](#) of City of Arlington and I am aware of [My Privacy Rights](#).
- By creating an account, I accept the [Terms of Use](#), Active Network's [Copyright Policy](#) and I am aware of [My Privacy Rights](#).

Step 6: Continue entering required information for yourself. Click box, “I’m not a robot”, and then select Create account.

Personal Information

Gender * Customer Type *

Contact Information

Street Address *

City * State * Zip Code *

Cell phone * Operator

Agree to receive text messages?

Preferred language to receive emails

Yes! Please mail me the latest news and information.

Questions

What is your Ethnicity? *

What is your Race? *

I'm not a robot 
reCAPTCHA
Privacy - Terms



Step 7: You will get confirmation that you have successfully created your account and you will be instructed to verify your account.

Thank you!

Your Active account has been created.

Your login name is Test@yahoo.com
You will receive an email to activate your account.

Tips: Remember to check your junk or spam folder or filters if you do not receive the verify email.

Step 8: Sign into your account and proceed with purchase of permit.

Under the membership enrollment details, please choose “No, Thanks” to the automatic renewal option. *If you choose Yes, you would be authorizing your credit card to be charged automatically each week as a system default option.

Now, add to cart. You will see the total due to purchase permit.

You can then select Check out.

Enroll in Public Works - Saturday/Holiday Inspection Fee

Required fields are marked *

Membership details ^

Validity Valid from today thru Oct 8, 2023
Unlimited use(s)

Pass holder *

[Dropdown menu]

Enrollment details ^

Membership automatic renewal *

Yes, I want to automatically renew this membership when it expires.

No, thanks.

Enter Company/Contractor Name *

Company Name / Contract Name

Enter Project Name *

Enter Project Name Here

Provide property address to be inspected *

Address to be inspected

What is the inspection date? *

Date of inspection here

Fee summary	
View details	
Subtotal	\$150.00
Taxes	\$0.00
Total	\$150.00

Add to cart



Step 9: You will need to check the box next to “Agree to Waiver. The waiver is a generic release in the system to proceed with Check out.

****There is also an option to provide a quick donation to the Parks & Recreation youth scholarship campaign to cover the cost of participation for child(ren)****

Home Activities Reservations Memberships Donations My Cart(1)

Home > Shopping cart ACTIVE NETWORK

Shopping Cart

TK 1 item, \$150.00 in total.

Public Works - Saturday/Holiday Inspection Fee \$150.00

MEMBERSHIP
Valid until: Oct 8, 2023

Order Summary

Subtotal \$150.00

Due Now \$150.00

Enter coupon code Apply

Check out

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)

Quick Donation

Select campaign \$ 0.00 Donate

Check Out

Payment Information

Payment Method

Required fields are marked *

ACT* Ari Parks&Rec or Active Network will show up on your credit card statement for this payment.

Please choose a credit card.

Order Summary

Subtotal \$150.00

Due Now \$150.00

Gift Card Apply

Pay



Step 10: Once payment is successful, a receipt will be emailed to you for your records.

Should you have any additional question regarding the permit process, please contact the Public Works & Transportation Department at 817-459-6550.