



Please print all information legibly

Permit Application for Work in Right-Of-Way and Easements

Utility Company Information

Type of Utility (telephone, gas, electric or other): _____

Company Name: _____
Representative: _____
Title: _____
Office Phone: _____
Cell Phone: _____
Email Address: _____

Contractor Information

Company Name: _____
Representative: _____
Title: _____
Office Phone: _____
Cell Phone: _____
Fax Number: _____
Email Address: _____

Proposed Construction (check all that apply)

- | | |
|--|--|
| ☐ Maintenance/Repair of Existing Facility | ☐ Fiber Optics Installation |
| ☐ New/Relocate Facility (Plans Required) | ☐ Above Ground Facility |
| ☐ Emergency Repair | ☐ Pavement Cut |
| ☐ Trenching | ☐ Other (Easement, etc.) |

Total Linear Feet: _____ Description of Work: _____

Location of Project: From: _____ To: _____

Emergency Contact Name and Phone Number: _____

Proposed Begin Construction Date: _____ Proposed End Construction Date: _____

NOTES:

1. Permit required for all work within public R.O.W. and/or public utility easements that contain City of Poetry utilities.
2. Permit application must be submitted at least one week prior to construction startdate.
3. Construction plans shall be standard sheet sizes only (Letter, Legal, 11" X 17").
4. It is the responsibility of the contractor to obtain and verify locates have been completed prior to excavation and to have them remarked should the markings fade or disappear.
5. A copy of the contractor's Certificate of Insurance is required.

Applicant does hereby indemnify and forever hold harmless the Town of Poetry against each and every claim, demand or cause of action that may be made or come against it by reason of or in any way arising out of the closing, blocking, excavation, cutting, tunneling, boring or other work by the applicant, applicant's employees, agents and contractors.

Applicant Representative Name	Title	Signature	Date
\$100 Application Fee: _____ Lines Located: _____ Approved by: _____ For Office Use Only: Proof of Insurance: _____ Construction Security: _____ Date Issued: _____ Plans Received: _____			