

UTILITY LOCATE FORM

REQUIRED ITEMS WITH FORM – Form can be found at <https://www.annatexas.gov/1371/Line-Locates>

MUST INCLUDE AERIAL MAP(S) OF LOCATION OF WORK INDICATING WHERE WORK WILL BE PERFORMED.

1. DRAWINGS ARE ACCEPTED IF IT CLEARLY INDICATE A **START & STOP** LOCATION.
2. EMAIL FORM & MAP(S) TO PUBLIC WORKS: vpeleras@annatexas.gov

1	COMPANY NAME	COMPANY PHONE NUMBER
2	REQUESTOR NAME	EMAIL ADDRESS
3	COMPANY ADDRESS	
4	ONSITE CONTACT NAME	ONSITE CONTACT PHONE NUMBER
5	<p>ARE YOU PERFORMING FRANCHISE UTILITY WORK? IF “NO” CONTINUE WITH FORM, IF “YES” STOP! - A RIGHT-OF-WAY APPLICATION IS ALSO REQUIRED</p> <p style="text-align: center;"><input type="checkbox"/> YES <input type="checkbox"/> NO</p>	
6	<p>ROW PERMIT NUMBER</p> <p style="font-size: 1.2em;">ROW - _____ - _____</p> <p>(APPROVED PERMIT NUMBER PROVIDED BY THE CITY).</p>	
7	SUBDIVISION NAME OR PROPERTY ADDRESS:	NEAREST INTERSECTION (<i>indicate street, road, lane, etc.</i>)
8	DIRECTIONAL INFORMATION TO JOB SITE (<i>i.e., directions, landmarks, distance from nearest town, etc.</i>)	
9	LIST TYPE OF WORK (<i>Examples: trench for sewer, cable/telephone drops, fence/deck installation, plant trees/shrubs, foundation, ditch work, etc.</i>)	
10	ARE YOU DIRECTIONAL BORING OR HORIZONTAL DIRECTIONAL DRILLING? <i>Check one:</i> <input type="checkbox"/> YES <input type="checkbox"/> NO	WILL YOU BE DIGGING DEEPER THAN 3 FEET? <i>Check one:</i> <input type="checkbox"/> YES <input type="checkbox"/> NO
11	PROJECT START DATE	PROJECT END DATE
<p>Only 1,000 ft. at a time will be marked/located. Additional footage will need to be split into phases. Please list start and stop areas/location/addresses below, and include proper aerial maps or drawings for each phase.</p>		
Phase 1.		
Phase 2.		
Phase 3.		

****ROW APPLICATION IS LOCATED ON THE CITY WEBSITE: <https://www.annatexas.gov/1064/Engineering>**

PLEASE ALLOW UP TO 48 HOURS FOR UTILITIES TO BE MARKED

NO WORK MAY COMMENCE UNTIL ALL UTILITIES HAVE BEEN MARKED