



City of Falcon Heights
 2077 W. Larpenteur Avenue
 Falcon Heights, MN 55113
 651-792-7600
 651-792-7610 fax
 www.falconheights.org

**ANNUAL RIGHT-OF-WAY
 USER REGISTRATION**

Type Registration: New Annual Update Utility Owner Contractor

Registrant Name: _____

Company Name: _____

Registrant Billing Address: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

Business Phone Number: _____

Emergency Phone Number: _____

Gopher One-Call Registration Certificate Number: _____

Local Representative (24-hour contact) Information:

Name: _____

Business Phone Number: _____

Emergency Phone Number: _____

Cell-Phone Number: _____

ATTACHMENTS:

Certificate of Insurance:

1. A copy of Ramsey County's "Insurance Requirements" can be obtained at City Hall.
2. Attach a copy of your "CERTIFICATE OF INSURANCE" to application.
3. Falcon Heights, their officials and employees must be named as "additional insured" on the insurance certificate.

Construction Performance Bond:

1. **"ANNUAL"**: Utility owners must post an Annual Construction Performance Bond in the amount of \$100,000 (*we reserve the right to increase this amount for larger projects*). Attach to application.
2. **"INDIVIDUAL PROJECT BONDS"**: All other Performance Bonds (individual project bonds) and amounts shall be determined at the time of the permit application. The amount of the bond will be determined by several factors, including age of road, surface to be disturbed, width, length, depth of excavation, etc. The length of this bond shall be for a period of twenty-four (24) months.

Annual Right-of-Way User Registration Fee: \$25.00

Credit card charges will incur a 3.1% + \$0.30 convenience fee

Applicant signature: _____ **Date:** _____

DO NOT WRITE IN THIS SPACE:

Authorized City Representative: _____

Date: _____ **Permit Number:** _____ **Receipt Number:** _____