



**City of Big Lake**  
 160 Lake Street North  
 Big Lake, MN 55309  
 763-263-2107  
 763-263-0133 (fax)  
[www.biglakemn.org](http://www.biglakemn.org)

**REGISTRATION FOR OCCUPANCY OF CITY OF BIG LAKE RIGHT OF WAYS**

In accordance with City of Big Lake Right of Way Ordinance all owners of facilities along with contractors and subcontractors who install, maintain or operate facilities located within the City of Big Lake Right of Ways are required to register with the City.

**Registrant Name** \_\_\_\_\_ Gopher State one call ID # \_\_\_\_\_  
**Company Name** \_\_\_\_\_  
**Address** \_\_\_\_\_  
**E-Mail Address** \_\_\_\_\_  
**Telephone** (\_\_\_\_) \_\_\_\_\_ **Fax** (\_\_\_\_) \_\_\_\_\_

**Local Contact Name** \_\_\_\_\_ Gopher State one call ID # \_\_\_\_\_  
**Address** \_\_\_\_\_  
**E-Mail Address** \_\_\_\_\_  
**Telephone** (\_\_\_\_) \_\_\_\_\_ **Fax** (\_\_\_\_) \_\_\_\_\_  
**24 Hour Emergency Contact: Name** \_\_\_\_\_ **Telephone** (\_\_\_\_) \_\_\_\_\_

**Type(s) of facility owned, operated or installed? Check all that apply.**

Gas\_\_ Telephone\_\_ Cable TV\_\_ Electric\_\_ Fiber Optic\_\_ Sanitary Sewer\_\_ Storm Sewer\_\_ Water\_\_  
 Other \_\_\_\_\_

**Certificate of Insurance** \_\_\_\_\_

Please attach a Certificate of Insurance. Certificate of Insurance shall include general liability insurance, automobile insurance, bodily injury insurance, and property damage liability insurance. The limits of the insurance shall not be less than \$1,000,000.00. The City of Big Lake and Bolton & Menk, Inc. shall be named as additional insured.

**Construction Bond** \_\_\_\_\_

The registrant shall submit a construction performance bond in the amount of \$10,000.00.

**If you are a Corporation.**

Please attach a copy of the Certificate of a Corporation you filed for record with the Secretary of State.

**Facility Owners.**

Please provide documentation of legal right and authority to locate in and use the right of way as granted by the Public Utilities Commission or other State or Federal agency or a statement clarifying your legal right.

**Contractor/Subcontractors List.**

Name	Phone Number	Work Performed

**Notice of Changes.**

You are required to keep the City of Big Lake informed of all changes within 15 days of any changes. Registrant must provide map of existing utilities in the City of Big Lake.

**Application Status.** New \_\_\_\_\_ Update \_\_\_\_\_

**Do you have Internet access to review City Code?** Yes\_\_ No\_\_

**Registrant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Approved**  
**City of Big Lake** \_\_\_\_\_ **Date** \_\_\_\_\_  
**Public Works Director, City Engineer or City Administrator**