



LOCATE REQUEST FORM RM OF ALEXANDER

1 BOUVIER TRAIL, ST. GEORGES, MB

Call (204)367-6186 • Fax (204)367-2257 • pw @ rmalexander.com

PLAN AHEAD: ONE WEEK'S NOTICE REQUIRED PRIOR TO DIGGING

1	COMPANY PHONE NUMBER WITH AREA CODE	COMPANY NAME	
2	CALLER NAME	COMPANY ADDRESS	
3	CITY, PROVINCE, POSTAL CODE		
4	EMAIL	FAX NUMBER WITH AREA CODE	
5	ONSITE CONTACT NAME	PHONE NUMBER WITH AREA CODE	EXTENSION <i>(if applies)</i>
6	MUNICIPALITY <i>(This is mandatory)</i>	<input type="checkbox"/> VILLAGE OR CITY <i>(urban)</i>	<input type="checkbox"/> UNINCORPORATED TOWNSHIP <i>(rural)</i>
7	EXCAVATION SITE ADDRESS OR LOT NUMBER	NEAREST CROSS ST/RD REGARDLESS OF SIZE	
8	SUBDIVISION NAME		
9	<i>This information is not required, but please have available if needed for mapping of excavation site.</i>	LATITUDE	LONGITUDE
		SECTION	QUARTER/SECTION
10	ADDITIONAL ADDRESS OR DIRECTIONAL INFORMATION TO EXCAVATION SITE <i>(i.e., directions, landmarks, distance from town, etc.)</i>		
11	TYPE OF WORK <i>(Examples: trench for sewer, cable/telephone drops, fence/deck installation, plant trees/shrubs, foundation, ditch work, etc.)</i>		
12	EXTENT OF WORK <i>(Examples: locate north side of building, along rear lot line, front of property to curb, etc.)</i>		
13	ARE YOU DIRECTIONAL BORING OR HORIZONTAL DIRECTIONAL DRILLING <input type="checkbox"/> YES <input type="checkbox"/> NO	WILL YOU BE DIGGING DEEPER THAN 7 FEET? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNSURE	IS SITE PRE-MARKED IN WHITE? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNSURE
	14 DONE FOR <i>(Customer name/company name)</i>		
15	WORK DATE AND TIME OF EXCAVATION	DIG-BY DATE <i>(provided by RM of Alexander)</i>	
16	EXPIRATION DATE OF TICKET <i>(14 days from date if issue, provided by RM of Alexander)</i>	DIG NUMBER <i>(provided by RM of Alexander)</i>	
17	REMARKS <i>(Notes to member utility companies about excavation site)</i>		

Keep your dig number as proof of your contact with the RM of Alexander and as a reference number. For your protection, RM of Alexander recommends that you search the area for the facilities of others who are not RM of Alexander members and notify them separately. In addition, you should communicate with the owner of the dig site to determine if there are any privately installed lines which are not marked by member utilities.