



WATER LINE LOCATE/TRACE AGREEMENT

I, _____ am requesting a water line locate/trace to be done by the City of Maquoketa at this address: _____ for the following reason:_____.

☐ I am the property owner

☐ I am not the property owner, but I have authority to make this request because: (explain, e.g. holder of power of attorney): _____

I, as the property owner or other legally authorized party must comply with the terms set below by the City of Maquoketa:

- I must contact City Hall to schedule a water line locate/trace and pay the fee of \$100/hr. min., or \$50/untraceable line.
- I, or my authorized representative, must be present during the process.
- I must remove any obstacles from the working area.

I acknowledge and agree to the terms and conditions above:

Property Owner

Date

Legally authorized Requesting Party if different from Property Owner

Date

City Representative signature

Date

WATER LINE LOCATE/TRACE WORK ORDER

Date: _____

Address to Locate/Trace: _____

Please list the contact information for the person who is requesting the tracing and is responsible for all billing.

Name: _____

Address: _____

Phone Number: _____

Please list the property owner and their contact information.

Name: _____

Address: _____

Phone Number: _____

If the person requesting the tracing is NOT the person we should contact to set up an appointment, please list that information below:

Appointment Contact: _____

Phone Number: _____

Payment Information:

_____ cash _____ check (check # _____) Payment from: _____

Receipt number _____

Completed By: _____ Date: _____ Time: _____

Notes:

