



District File Number _____

Your File Number _____

Personal information is collected by the Ministry of Transportation and Transit under section 26(c) of the Freedom of Information and Protection of Privacy Act...

For all other Permit Application inquiries contact your local Ministry of Transportation and Transit district office.

Submit this application to the Ministry of Transportation and Transit Office or a Front Counter BC Office in your area.

I (We) hereby propose the following use or occupation requiring authorization under the Transportation Act, in accordance with the attached plans and specifications submitted.

(Please check the category below which best describes your proposal)

- WORKS ON THE RIGHT OF WAY: Bus Stops, Shelters and Benches, Cattle Guards and Gates, Exploratory Survey, Fencing, Fiber Optics, High Pressure Pipeline, Low and Intermediate Pressure Pipeline, Mail and Newsletter Boxes, Polelines, Roadworks, Sidewalks and Landscaping, Signs, Street Lights, Traffic Signals, Underground Cable, Telephone and Power, Wireless Communications, ACCESS: Controlled Access Highway, Commercial Access, Residential and Agricultural, Resource and Industrial Road, SPECIAL EVENTS: Special Events, Cattle Drive, Filming, Parade, STRUCTURES: Encroachment, Setback

Describe other use or occupation _____

LOCATION (include civic address)

The proposal consists of and is described as follows:

DESCRIPTION

Dates (proposed): _____ .

Times: From: _____ a.m./p.m. To: _____ a.m./p.m.

THE FULL LEGAL DESCRIPTION OF THE PROPERTY TO BE SERVED

HIGHWAY NAME(S)

N./S./E./W. side of the highway?

Between _____ and _____.
(landmark) **(landmark)**

ATTACHED DRAWING OR SKETCH Drawing Number _____.

Have the necessary applications for approval been filled with the proper authorities? (i.e. RCMP, Municipality, road and bridge maintenance contractor or as documented in the notes below)

Other Authorities _____ Submitted/Approved _____

I (We) wish to have the permit issued in the name of:

NAME/ORGANIZATION (include affiliated agency were applicable)

Is this company registered with the Registrar of Companies of British Columbia?
yes no Certificate of Incorporation No. _____.

MAILING ADDRESS

Telephone _____ Cellular/Pager _____
Fax _____ Email Address _____

CONTACTS (if not as above)

Project/Location Manager Name

Telephone _____ Cellular/Pager _____
Fax _____ Email Address _____

Director Name

Telephone _____

Site Contact Person

Telephone _____ Cellular/Pager _____
Fax _____ Email Address _____

Traffic Control Company Name

Telephone _____ Cellular/Pager _____

HIGHWAY USE PERMITS APPLICATION CHECKLISTS

The following checklists are provided to aid you in submitting a complete Permit Application. The list is not limited in its content. Ministry staff will check of each submitted application and additional plans or documents may be required to continue the review process:

- [Access Checklist \(PDF\)](#)
- [Works Checklist \(PDF\)](#)
- [Structural Setback Checklist \(PDF\)](#)

For more information about highway use permits, the application process and to find district office contact information go to www.gov.bc.ca/highway-use-permits.

**PLEASE READ THE FOLLOWING TERMS AND CONDITIONS OF THIS PERMIT APPLICATION PRIOR TO SIGNING.
IN CONSIDERATION OF THE MINISTRY'S AGREEMENT TO EVALUATE THIS APPLICATION AND TO DELIVER A RESPONSE:**

I (WE), understand and agree that this application does not constitute a Permit and a permit may be denied or granted on terms in Ministry of Transportation and Transit's absolute discretion. I UNDERSTAND AND AGREE THAT I MUST NOT PROCEED WITH MY PROPOSED WORKS OR ACTIVITIES AT THIS TIME, UNLESS AND UNTIL THE MINISTRY ISSUES A PERMIT.

I (WE), understand and agree to indemnify and save harmless the Ministry, its agents and employees, from and against all claims, liabilities, demands, losses, damages, costs and expenses, fines, penalties, assessments and levies made against or incurred, suffered or sustained by the Ministry, its agents and employees, or any of them at any time or times, whether before or after the date of this application or the issuance of a Permit, where the same or any of them are based upon or arise out of or from anything done or omitted to be done by THE APPLICANT, their employees, agents or Subcontractors, in connection with the works or activities of the Applicant which are the subject of this Application or any Permit granted by the Ministry.

I (WE) also understand and agree that the Permit may be issued with additional terms and conditions determined in the Ministry of Transportation and Transit's absolute discretion, and I agree that accepting and acting on the rights granted in the Permit constitutes my acceptance of its terms, including any additional terms not listed in this application. The Ministry may change the conditions on a Permit at any time, in its sole discretion. If I do not agree with any of the terms contained in the Permit, I must immediately inform the Ministry and I may not exercise any of the rights granted by the Permit.

I (WE) also understand and agree that a permit is not a property right and does not transfer with the works or activities to a new owner or operator. Any new owner of the works in highway must complete a new Permit from Ministry of Transportation and Transit.

Signature (Applicant)

Print Name

Date (yyyy/mm/dd)