



WHERE Are You Digging?



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LOCATE INSTRUCTIONS:

At a property:

- The point of view is - **facing the front of the property from the street.**
- Specify if the digsite is in the **Front, Back, Left** or **Right** side of the property.
- Specify if you need the right-of-way (R/O/W) located (The R/O/W is not automatically located).

Along a road:

- Specify the R/O/W on either sides or one side of the road (N, S, E, W side of road).
- Specify the **starting** and **ending point or distance** even if the area is marked.
- Intersection: Specify the footage needed not to exceed 200ft in any direction of the intersection.

General Rule:

- No longer than one (1) mile on a single street.
- No more than five (5) buildings, lots, or areas.
- Entire subdivisions or apartment complexes cannot be requested.
- Locate Instructions are still required even if the digsite is white-lined.
- Specify the radius you need located around an object or marked area.



WHAT Are You Doing?



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TYPE OF WORK:

Be specific when listing the different types of work being performed.

Acceptable Work Types:

- Landscaping
- Planting Trees, Bushes, Shrubs
- Install Street Lights
- Repair CATV Service
- Replace Electric Primary
- Cleaning Ditches
- Install Anchors
- Killing Gas Service

Unacceptable Work Types:

- Digging or Trenching
- Excavating
- New Construction
- Sewer Line, Phone Line, etc.
- Underground Utilities
- Surveying
- Water Leak
- Locate Power line

General Rule:

- Utility line:
 - Specify what is being done to the line: **Installing, Repairing** or **Replacing**.
 - Specify which utility: **Electric, Gas, Water, etc.**
 - Include whether the line is a **Main** or **Service** line.
- Include **ALL** types of work that will take place.



G RIDDING the Map



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MAPPING DONE CORRECT:

It is crucial that the map is gridded correctly!
(The map grid determines the utility members that will be notified.)

Manually Map the Digsite when:

- * You do not select the location from the drop down list in the Digsite Address *Street Name* field.
- * EDEN's map is incorrect.
- * The digsite property is more than 200ft from the center line of a road.
- * You are requesting to have an intersection, intersection to intersection or Address Range located.

General Rule:

- **Always check the map for accuracy.**
- The map grid may not be longer than 2 miles in length. No more than 8 grids should be used.
- The map should be gridded to cover the **ENTIRE** digsite. (A Direct Hit only covers 200ft in all directions from the center line of road.)
- The County and City on the map should match the ***Digsite Info section.***
- Use other mapping sources when necessary and plug-in the coordinates.
- Include driving directions in the ***Driving Instructions box*** if the EDEN map does not recognize the address.
