



CONSENT TO ENCROACHMENT APPLICATION FORM
(THIS APPLICATION IS GOOD FOR 60 DAYS FROM THE DATE OF APPLICATION AND SUBJECT TO CANCELLATION AT CENTERPOINT ENERGY'S SOLE DISCRETION AND WITHOUT FURTHER NOTICE)

MAILING ADDRESS: ATTN: Land Management, 2345 East Main St., Danville, IN 46122
 TELEPHONE: 317-718-3606

Date of Application: _____

Property Description (lat/long, Section, Township, Range (STR) or street address or intersection): _____

NAME OF COMPANY OR INDIVIDUAL THAT CONSENT WILL BE GRANTED TO: Owner Third Party

 (Name) (Title) (Company)
 TYPE OF ENCROACHMENT (Please Check One): Existing Proposed

REQUESTOR INFORMATION: E-mail Address: _____
 (Print or Type Only)

Name: Individual _____ Company _____ Phone Number _____

Address _____ City _____ State _____ Zip Code _____

THE FOLLOWING MUST BE INCLUDED WITH THIS APPLICATION:

A.) One (1) Certified Survey, a maximum of 8.5"X 14" with the following **minimum requirements** for consideration in conjunction with a request for permission to occupy a position within an acquired and/or dedicated easement area ([Sample surveys are available on CenterPoint Energy's website](#)). Digital submittal of Certified Surveys by email or thru an FTP site may be accommodated once the application is received. The project review will not begin until all the following required materials are received:

- 1) North arrow and scale, County and State, Section Township Range, or other applicable land grants.
- 2) Point of beginning (with State Plane Coordinates if available).
- 3) Type and size of encroachment identified by a centerline symbol or a cross-hatched symbol.
- 4) All dimensions of the encroachment(s).
- 5) Stationing along the pipeline or centerline of route, where applicable.
- 6) Bearing & distance of crossing or longitudinal occupation.
- 7) Locative reference – Tie to a street, property lines, property corners, and/or easement lines.
- 8) Tract and easement reference information, including width of acquired/dedicated easement area.
- 9) Basis of bearings (& coordinates if used).
- 10) Professional Land Surveyor certification with seal, signature, printed name and registration number.
- 11) Name, address and phone number of professional land surveyor and firm that prepared the exhibit.
- 12) A plan and profile for structure(s)/utility encroachments, relative to electric and gas facilities.
- 13) Pool-related encroachments must include distances from electric and gas facilities to the edge of the pool water wall.
- 14) Current ownership information, not purchaser's names.

- B.) This application must also include (if applicable to your specific request – see below for more information):
- Non-refundable application fee of \$800.00, made payable by check to CenterPoint Energy.
 - Should the adjustment of CenterPoint Energy facilities, in the sole opinion of CenterPoint Energy, be necessitated by such encroachment(s), the cost of such adjustments, plus any required engineering costs, etc., shall be paid in addition to the fees paid for this application by the requestor or owner and such costs must be paid and such adjustments completed before a Consent to Encroachment instrument will be granted.
 - If any CenterPoint Energy facilities require physical location, in the field, as part of the review process, an additional fee of \$250.00 per hour or a minimum fee of \$1,000.00, whichever is greater, must be paid within 10 working days of notice of said required work to be at requestor's sole cost/expense.
 - If the application is approved, an additional non-refundable fee of \$500.00 must be paid within 10 working days of notice of approval.

****Please be advised that any actual adjustment of facilities or required physical location of facilities could potentially require a significantly longer processing time. ****

If Consent to Encroachment is approved, CenterPoint Energy will prepare duplicate original instruments to be signed and accepted by Owner or Third Party, both originals must be returned for final execution and signature by CenterPoint Energy. One original instrument will be returned to you for your files and the other will be placed of public record by CenterPoint Energy.

I certify that the information provided is true and accurate, and I realize that incomplete information may delay or invalidate this application. I also acknowledge that submitting this application does not guarantee approval of my request.

Signature of Requestor: _____