

# APPENDIX G-ANNUAL REPORTING FORM

The following information shall be reported on an annual basis.

## INVOICE CONTACT INFORMATION:

Per Article 3.3 of Pole Attachment License Agreement

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

## WRITTEN NOTICE CONTACT INFORMATION:

Per Article 25.1 of Pole Attachment License Agreement

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## STAFFED 24-HOUR EMERGENCY CONTACT INFORMATION:

Per Article 25.2 of Pole Attachment License Agreement

Phone: \_\_\_\_\_

## PLEASE ATTACH CURRENT ATTACHMENT LOCATIONS AND UPDATES SINCE PREVIOUS REPORT:

Per Article 13.4 and Article 15 of Pole Attachment License Agreement

- An up-to-date map depicting the locations of Attachments. If a map is not available, provide a list of Attachment locations
- New Riser or Service Drop installations where no Permit was required since previous report.

- Attachments that have become nonfunctional since previous report – report shall identify the Pole on which the nonfunctional Attachment is located, describe the nonfunctional equipment, and indicate the approximate date the Attachment became nonfunctional.
- Equipment removed from Poles since previous report – report shall identify the Pole from which the equipment was removed, describe the removed equipment, and indicate the approximate date of removal.

**PLEASE ATTACH REQUIRED CERTIFICATES OF INSURANCE:**

Per Article 18 of Pole Attachment License Agreement

- Workers' Compensation and Employers' Liability Insurance
- Commercial General Liability Insurance
- Automobile Liability Insurance
- Umbrella Liability Insurance
- Property Insurance

**PLEASE ATTACH REQUIRED PERFORMANCE BOND:**

Per Article 30 of Pole Attachment License Agreement

Performance bond must be in an amount equal to \$20 per Licensee Pole Attachment, and \$20 per linear feet of Conduit System occupied, which amounts shall be adjusted accordingly on an annual basis to account for additions or reductions in the total number of Licensee's Pole Attachments and use of Conduit System.