

# HOMEOWNERS: Information Needed for a Locate Ticket



This form covers the information you will be asked when contacting Sunshine 811 to have underground facilities located and marked. When contacting Sunshine 811, make sure that your project will start somewhere between three business days after the ticket is submitted and before 30 calendar days expires. The three-day period does not include weekends or holidays. **DO NOT SEND THIS FORM AS AN ALTERNATIVE TO CALLING OR USING INTERNET TICKET ENTRY.**

<b>EXCAVATOR (HOMEOWNER) INFORMATION</b>		<p><b>! IMPORTANT INFORMATION !</b></p> <p><b>SUBMIT YOUR REQUEST</b> When information is complete, contact Sunshine 811 by:</p> <ol style="list-style-type: none"> <li>1. Calling 811 or (800) 432-4770 and select option 1</li> <li>2. Creating a single address ticket at <a href="http://Exactix.sunshine811.com">Exactix.sunshine811.com</a>. Watch our Homeowner Single Address Ticket videos at</li> </ol> <p><b>UTILITIES NOTIFIED*</b> Use this section to write the utilities notified of your excavation.</p> <p>1 _____</p> <p>2 _____</p> <p>3 _____</p> <p>4 _____</p> <p>5 _____</p> <p>6 _____</p> <p>7 _____</p> <p>8 _____</p> <p>9 _____</p> <p>10 _____</p> <p>* You may see utilities for services that you don't have because those lines are near your dig site.</p> <p>Member utility companies locate public facilities they own. They do not locate private facilities including water and sewer lines, most lines running from the meter to your house, irrigation lines, landscape lighting and electric to external structures or pools. Get more details at <a href="http://sunshine811.com/homeowner">sunshine811.com/homeowner</a>.</p> <p>You are required to check positive response. Call (800) 852-8097 or visit <a href="http://my.sunshine811.com">my.sunshine811.com</a> to see if the utility left you with a clear/no conflict, marked or unmarked code. This helps eliminate time spent waiting for marks that may not appear.</p>
First Name	Last Name	
Street Address		
City	State Zip	
Call back hours	<input type="checkbox"/> AM <input type="checkbox"/> PM Cell ( )	
<b>FIELD CONTACT INFORMATION – Same as excavator</b>		
First Name	Last Name	
Best method to contact (check one) <input type="checkbox"/> Phone <input type="checkbox"/> Cell Number ( )		
<b>WORK INFORMATION</b>		
Working For (usually self)		
Work Type		
Depth	Machinery (mechanized equipment) <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is a (city or county) permit required? <i>No permit required for a locate ticket.</i> <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Work must start somewhere between three days after the ticket is submitted and before the 30-day ticket life expires. If your project is further out, please call closer to your date.</b>		
Work Start Date	/ / Approximate Work Start Time <input type="checkbox"/> AM <input type="checkbox"/> PM	
<b>JOB SITE INFORMATION</b>		
State	County Place/City	
Address #	Street Name	
Nearest Intersecting Street Name ( <i>When you leave your home, what is the first street you cross?</i> )		
Is Intersecting Street within a ¼ mile? <input type="checkbox"/> Yes <input type="checkbox"/> No – Specify Distance & Direction		
<b>LOCATE DESCRIPTION:</b> Describe precisely where you will dig. Please do not request the entire property if you are not doing excavation on the entire property.		
<b>REMARKS:</b> Anything that the locator would need to contact you to gain access to the dig site. (i.e. gate code, locked fence, dogs, etc.)		