

City of Tempe
P. O. Box 5002
31 East Fifth Street
Tempe, AZ 85280

www.tempe.gov

IMPORTANT NOTICE

This is to notify you that your **annual permit** expires on Tuesday, January 10, 2007. In order to continue with your uninterrupted service to install barricades on Tempe streets, please renew your permit on or before the above-referenced date.

Please apply for your annual permit by delivering to the City of Tempe the following information:

- A copy of your contractor's license.
- A copy of your ATSSA Certifications for the following individuals: Designers, Field Supervisors, Foremen, and Operations Managers.
- A copy of your insurance coverage. This should indicate that the city is an additional insured and that the city is a certificate holder. *Please revise the cancellation clause to read: that the insuring agency will mail us a notice should your insurance be cancelled*. Should you have any questions about insurance coverage requirements, please contact Engineering at 480-350-2140.
- A check in the amount of \$150.00 made payable to the City of Tempe.
- A copy of the attached contact information page.

Once assembled, please deliver all of the above information to the City of Tempe Public Works Administration, 31 E. Fifth Street, Garden Level. Should you have any questions regarding this notice please call 480-350-8219.

Sincerely

City of Tempe
Transportation Division

CONTACT INFORMATION PAGE

	Current	Change/New
Company Name:		
Address:		
Designer/Phone#:		
Foreman/Phone#:		
Field Sup/Phone#:		
Ops Mgr/Phone#:		
General Mgr/Phone#:		
President/Phone#:		
Owner/Phone#:		
Office #:		
Fax #:		
Dispatch #:		

PLEASE CHECK THE APPROPRIATE BOX AND SIGN.

All the above information is current and correct.

Please update our information as outlined above.
