

Daily Individual Permit Work Notification

Step 1: Permit Information > Permit Information

Permit work must be reported no later than 7:30 A.M. the day work is to be performed.
Please provide the contact information for the contractor that will be performing the work.

*Indicates a required field

Contractor

To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit button.

CUI CABLE
Home Phone: (123)456-7890
Mobile Phone:
Work Phone:
Fax:
Edit Remove
Contact Addresses
Add Contact Address

Select Contact from Account
Select a contact to obtain the application.
If the contact has multiple addresses, you can select which to use in the next step.
Showing 1 of 2

Category	Type	Name
<input type="radio"/>	Associated Contact - Organization	CUI CABLE
<input type="radio"/>	Associated Contact - Organization	LANBERT'S CABLE
<input type="radio"/>	Associated Contact - Individual	Scott Blizard

Continue Discard Changes

To edit a contact address, click the address link.

Showing 1-1 of 1

Address Type	Address	Action
Mailing Address	6949 BALTIMORE NATIONAL PIKE	Actions

Permit Information

Permit Information

* Please enter your Right of Way Permit number:
ROW-125-00023

* Work Date:
02/03/2025

* Do you wish to change the primary contractor on the Permit entered?:
 Yes No

Save and resume later Continue Application

Step 2: Work Information > Inspector Information

Please enter the information for your Utility Inspector or Utility Company Representative in the field.

*Indicates a required field

Utility & Inspector Information

Utilities and Inspectors

Miss Utility Ticket Number:
Ticket 1234

* Please provide the name of your Utility Inspector:
Scott Blizard

* Please provide a contact number for your Utility Inspector:
4102227344

Lane Closure Information

Lane Closure

Showing 1-1 of 1

Street Name	Lane Closure From	Lane Closure To	Estimated Start Time	Estimated End Time	Traffic Manager Name	Traffic Manager Phone		
<input type="checkbox"/>	EAGLE HILL RD	First St	Second St	10:00	01:00	Scott Blizard	4102227344	Actions

Edit Selected

Patch Entry Information

Patch Information

Showing 1-3 of 3

House Number	Length of Cut	Width of Cut	
<input type="checkbox"/>	123	1	1
<input type="checkbox"/>	124	1	1
<input type="checkbox"/>	125	1	1

Add a Row Edit Selected

Save and resume later Continue Application

Contractor

Make sure your account is set up correctly before entering a maintenance location.

Click [Select From Account](#) and select the Contractor from the list.

The contractor's name must be spelled and formatted identically as the [Organization Name](#) submitted by the Utility during registration.

Permit Information

Enter the Rights of Way [Permit Number](#).
Enter the full permit number.

Select the [Work Date](#) from the Calander.
The [Work Date](#) is limited to the current date and the next six calendar days.

Utility and Inspector Information

Enter the [Miss Utility](#) ticket number.

Enter the [Utility Inspector Name](#).
Enter the [Utility Inspector Phone Number](#).

Lane Closure Information

Lane Closure From

Lane Closure To

Estimated Start Time

Estimated End Time
Enter a stat location. This can be a house number or intersection.

Traffic Manager Name

Traffic Manager Phone

Traffic Manager Name

Traffic Manager Phone

Patch Entry Information

Add row for each patch planned for the day.

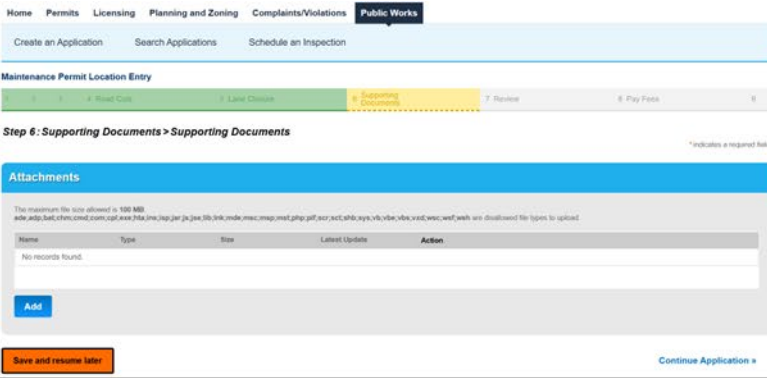
Enter the [House Number](#).

Enter the [Patch Width](#).

Enter the [Patch Length](#).

Click [Continue Application](#).

Daily Individual Permit Work Notification



Attachments

Attachments are optional.

Select **Add** to upload your required documents.

Once the documents have been selected, click **Continue**.

Label the **Attachments**.

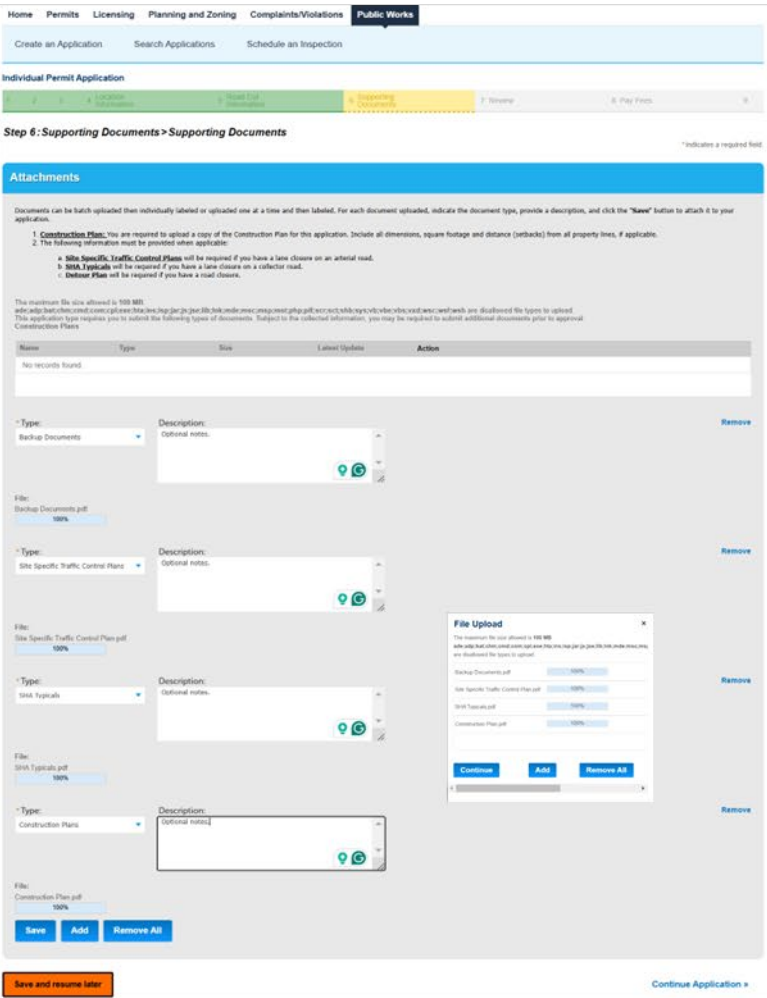
Attachment Labels

Backup Documents

Construction Plans: Select **Add** to upload your required documents.

Once the documents have been selected, click **Continue**.

Label the **Attachments**.



Attachment Labels

Backup Documents

Construction Plans

Detour Plan

Paved Trench Justification

Right of Way Agreement

Road Closure Form

Road Closure Justification

Road Closure Outreach Materials

Road Closure Outreach Plan

SHA Typical

Site Photos

Site Specific Traffic Control Plans

Supporting Documents

The app will let you know if you are missing a required attachment.

Click **Save**.

Review **the Attachments and Labels**.

Click **Continue Application**.

Daily Individual Permit Work Notification

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1 Permit Information 2 Work Information 3 Supporting Documents 4 **Review** 5 Record Issuance

Step 4: Review

Save and resume later

Continue Application >

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on.

Record Type

Daily Individual Permit Work Notification

Contractor

Edit

Organization
CUJ CABLE
Mobile Phone: 1234567890
E-mail: test@veizon1@_email.com

Permit Information

Permit Information Edit

Please enter your Right of Way Permit number:

Work Date: 02/03/2025

Do you wish to change the primary contractor on the Permit entered?: No

Utility & Inspector Information

Utilities and Inspectors Edit

Miss Utility Ticket Number: Ticket 1234

Please provide the name of your Utility: Scott Blizard

Inspector: 410227344

Please provide a contact number for your Utility Inspector:

Lane Closure Information

Lane Closure Edit

Street Name	Lane Closure From	Lane Closure To	Estimated Start Time	Estimated End Time	Traffic Manager Name	Traffic Manager Phone
EAGLE HILL RD	First St	Second St	10:00	01:00	Scott Blizard	410227344

Patch Entry Information

Patch Information Edit

House Number	Length of Cut	Width of Cut
123	1	1
124	1	1
125	1	1

Attachment

The maximum file size allowed is 100 MB. [File types that are not supported](#) are disabled for upload.

Name	Type	Size	Latest Update	Action
No records found.				

I certify that I have read and understand the instructions that accompany this application and that the statements made as part of this application are true, complete, and correct and that no material information has been omitted. By checking the box below, I understand and agree that I am electronically signing and filing this application.

By checking this box, I agree to the above certification.

Date: 02/02/2025

Save and resume later

Continue Application >

Application Review

Click the [Certification](#).

Click [Continue Application](#).

The confirmation number will be displayed on the next page.