



our heritage, your future

130 Oxford St 2nd floor  
Ingersoll, ON, N5C 2V5  
PH:519-485-0120,

# ROAD OCCUPANCY PERMIT

Choose the appropriate department

PUBLIC WORKS       ENGINEERING

Email to: works@ingersoll.ca    OR    engineering@ingersoll.ca

**Proposed Starting Date:** \_\_\_\_\_ **Charge #** \_\_\_\_\_  
**Approx. Date of Completion:** \_\_\_\_\_ **Permit #** \_\_\_\_\_

The person signing this request for services to be performed by the Town of Ingersoll, is an authorized personnel to legally bind his/her employer to be liable for the costs incurred to perform said services and materials, and is signing to acknowledge acceptance of all terms and conditions of payment for same.

**PERMISSION GRANTED TO:**  
Print Name: \_\_\_\_\_ **Signature:** \_\_\_\_\_  
Company Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

**SEND INVOICE TO:**  
Contact Name: \_\_\_\_\_  
Company \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

**Issued by Town of Ingersoll Representative:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WITH INTENT TO:**

- remove pavement
- remove curbing
- remove sidewalk
- dig up boulevard

**FOR THE PURPOSE OF:**

- installing \_\_\_\_\_
- repairing \_\_\_\_\_
- inspecting \_\_\_\_\_
- other \_\_\_\_\_

**LOCATION OF WORK:**

Street Name and Number \_\_\_\_\_  
between \_\_\_\_\_ and \_\_\_\_\_

**COMMENTS/DESCRIPTION OF PROPOSED WORK:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

It is understood and agreed that the Applicant will provide all traffic control as required under the Occupational Health & Safety Act and Ontario Traffic Manual Book 7 and will make all appropriate **TEMPORARY** repairs in accordance with By-Law No. 01-3975. **It is also understood and agreed that the Applicant will pay the Town reasonable cost for ALL Concrete and Asphalt repairs up to the property line as a result of the work executed within the scope of this permit.** Payment is to be made within 30 days of invoice date.

| TOWN OF INGERSOLL USE      | Material    |          |           |           | Labour  |           |      |
|----------------------------|-------------|----------|-----------|-----------|---------|-----------|------|
|                            | Description | Quantity | Stock/Co. | Invoice # | Company | Invoice # | Date |
| Description of Work/Repair |             |          |           |           |         |           |      |
|                            |             |          |           |           |         |           |      |

Date Work Inspected by Public Works and or Engineering Department:

Approved by: \_\_\_\_\_  ROADP  ROADE  PAID

**FEE \$100+HST**