



LICENSE APPLICATION FORM

LAND MANAGEMENT

CENTERPOINT ENERGY, P. O. BOX 1700, HOUSTON, TEXAS 77251

TELEPHONE (713) 207-LROW(5769)

COURIER ADDRESS: 1111 LOUISIANA, 7TH FLOOR 77002

Date of Application

REQUESTOR INFORMATION: (Print or Type Only)

Name: Company Contact Person Email Phone Number

LOCATION DESCRIPTION:

Type of License Requested: Parking/Paving: _____ **Private Road:** _____ **Surface Site:** _____

Other: (please specify) _____

SITE PLAN REQUIREMENTS:

For review purposes, requestor shall provide a site plan of the proposed license area which must include the location and configuration of the proposed license area on CenterPoint Energy's right-of-way. The site plan must clearly indicate all of CenterPoint Energy's facilities located within or adjacent to the proposed license area including dimensions of the area, and distances to nearest CenterPoint Energy facility.

GENERAL INFORMATION:

1. **The submittal of this request is not a guarantee of approval.**
2. Parking License request will only be considered for license area that are to be utilized for secondary parking. The requestor must also include the type and thickness of the paving with any storm sewer installation details (if applicable).
3. Should there be any pipelines or the facilities of a third party located within the right-of-way to be licensed, it is the responsibility of the requestor to contact said third party for their approval.
4. CenterPoint Energy's standard license has a five (5) year term, which may be extended by the mutual agreement of Licensor and Licensee for additional five year periods in accordance with the terms of the license instrument. The annual rental will be determined upon review of your request..
5. No license request will be processed unless signed by the requestor or by an authorized agent for the requestor (corporations, partnerships, etc.).
6. Upon receipt of the application and all appropriate information, CenterPoint Energy will require approximately 4-8 weeks for a complete review. Any revisions or incomplete information may delay or lengthen the review process. CenterPoint Energy, in its review of the proposed license, reserves the right to request additional information including but not limited to detailed drainage plans of the proposed license area and the adjacent area and survey exhibits signed and sealed by a Registered Professional Land Surveyor.
7. A non-refundable processing fee of \$1,600.00 made payable by check or money order to CenterPoint Energy must accompany this application. Any request submitted without the required application fee, or that does not contain adequate information will not be considered.
8. Under no circumstances is a requestor to enter upon CenterPoint Energy's property prior to receipt of an executed license agreement. CenterPoint Energy advises any license requestor not to purchase any material, etc., in anticipation of securing a license with the Company.

I certify that the information provided is accurate and I realize that any inaccuracy or missing information, including failure to sign below, may delay processing or invalidate this application.

Signature of Requestor