



CENTERPOINT ENERGY HOUSTON
EASEMENT DEFINITION APPLICATION FORM

SURVEYING & RIGHT OF WAY

CENTERPOINT ENERGY P. O. BOX 1700 HOUSTON, TEXAS 77251
TELEPHONE (713) 207-6380 FACSIMILE (713) 207-9040
COURIER ADDRESS: 1111 LOUISIANA STREET, 7TH FLOOR 77002

Date of Application

STREET ADDRESS

FOR THE PROPERTY:

CURRENT OWNERSHIP:

REQUESTOR INFORMATION: (Print or Type Only)

Name: Individual Company Phone Number

Address City State Zip Code

THE FOLLOWING INFORMATION MUST BE INCLUDED WITH THIS APPLICATION:

- 1. TWO (2) ORIGINAL, SEALED SURVEYS OF THE PROPERTY, A MAXIMUM OF 8 1/2" X 11", INDICATING ALL DIMENSIONS OF THE PROPERTY, INCLUDING A NORTH ARROW, MUST BE PROVIDED. THE SURVEY MUST INCLUDE CURRENT OWNERSHIP INFORMATION, NOT PURCHASER'S NAMES, THE LEGAL DESCRIPTION OF THE PROPERTY INCLUDING RECORDING INFORMATION.
2. Should you need information concerning a registered surveyor or the type of survey required, please contact Mark L. Kouwe, Supervising Surveyor, Surveying & Right of Way at 713-207-6380.
3. A non-refundable fee of \$2,000.00 made payable by check or money order to "CenterPoint Energy Houston" must accompany this application before it can be processed. The actual total fee will depend upon the amount of CenterPoint Energy Houston fieldwork that will be necessary.
4. If a width is stated in the current easement, the new easement will have the same dimension. An easement with an undefined width will be replaced as follows; a 2-inch or smaller gas line requires a ten-foot easement, a gas line larger than 2-inches requires a fifty-foot easement, an electric distribution line requires a ten-foot easement. All easements will be centered on facilities.
5. Should the adjustment of CenterPoint Energy Houston facilities or a new easement be necessitated, the cost of such adjustments or easement will be borne by a party or parties other than CenterPoint Energy Houston. Cost must be paid and new easement, if required, must be acquired before the relocation process proceeds.
6. If any excavation is involved by the requestor, you must comply with "Call before you Dig" requirements by calling 1-800-669-8344.
7. Once the new easement is signed by the record owners of the property and returned to CenterPoint Energy Houston, a release of easement will be prepared as it affects the property. CenterPoint Energy Houston will place both the signed easement and the release of easement of record with the appropriate County Clerk's office.

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

Signature of Requestor