



PRIVATE ROAD LICENSE APPLICATION FORM

SURVEYING & RIGHT OF WAY

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

TELEPHONE (713) 207-LROW(5769); FACSIMILE (713) 207-9040

COURIER ADDRESS: 1111 LOUISIANA, 7TH FLOOR 77002

Date of Application

REQUESTOR INFORMATION: *(Print or Type Only)*

Name _____
Phone Number

Street Address _____
City _____
State _____
Zip Code

LOCATION DESCRIPTION:

REQUIREMENTS & PROCEDURES - NEW REQUESTS:

1. CenterPoint Energy will only review new private road requests from adjoining property owners, or adjoining lease holders. A copy of the appropriate deed or lease instrument evidencing an interest in property adjacent to the area covered by the private road request must be attached to this application form.
2. Should there be any pipelines or the facilities of a third party located within the area to be licensed, it is the responsibility of the requestor to contact said third party for their approval. The requestor is also responsible for securing permission from any other party where CenterPoint Energy has only limited property rights.
3. Following is a list of minimum requirements for any drawing submitted to CenterPoint Energy for consideration in conjunction with a request for permission to cross an CenterPoint Energy Easement or Fee owned tract with a private road. Two (2) (maximum 8.5"x 14" size) Originals must be submitted at the time of the application. A Metes & Bounds description is not required if the following information is provided on the drawing:
 - a) North Arrow & Scale
 - b) County Name
 - c) Survey Name & Abstract Name
 - d) Point of Beginning (with State Plane Coordinates if available)
 - e) Tie to CenterPoint Energy Property Corner
 - f) Tie to CenterPoint Energy Structures
 - g) Total Area (Length & Width) identified by a centerline symbol or a cross-hatched symbol if it is a closed area, with adjacent and/or crossing utilities
 - h) Bearing & Distance of Crossing
 - i) Locative Reference – tie to a street
 - j) CenterPoint Energy Tract Reference and adjoiner information, including width of CenterPoint Energy right-of-way
 - k) Registered Professional Land Surveyors Certification Seal, Signature & Printed Name with Registration Number
 - l) Name, Address and Phone number of Registered Professional Land Surveyor or Firm that prepared the survey
 - m) Location of swales, ditches, ponds, rivers, and/or canals located within the right-of-way
(Example Survey Drawing is available for road crossing)
4. Upon receipt of the request and all appropriate information, CenterPoint Energy will require approximately 3 - 5 weeks for a complete review of the request. Any revisions or incomplete information may delay, lengthen or halt the review procedure. If the request is acceptable to CenterPoint Energy, a private road license will be issued which authorizes construction of the private road under certain terms and conditions.
5. CenterPoint Energy's standard private road license has a year to year term, which may continue for an indefinite period of time. CenterPoint Energy's charge for crossings of its right-of-way is dependent upon the size of the crossing, the location of the right-of-way and the nature of CenterPoint Energy's rights. The exact charge will be determined upon review of your request. CenterPoint Energy does retain the right to cancel any private road license and the right to change the fee to reflect market rates.
6. Under no circumstances is a requestor to enter upon CenterPoint Energy's property prior to receipt of an executed formal agreement. CenterPoint Energy advises any private road license requestor not to purchases any material, etc. in anticipation of securing a license with the Company.

7. The requestor is solely responsible for all costs and any other rights required to construct said roadway including all permits, regulations, and requirements by any Federal, State or Local Governmental Entities.
8. There is a \$1,200.00 non-refundable processing fee due upon request of any new private road license. Please include the \$1,200.00 processing fee with the initial request.
9. CenterPoint Energy is aware of the urgent nature of your request and will make every effort to expedite your request.

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