RELEASE OF EASEMENT APPLICATION FORM

LAND & FIELD SERVICES

MAILING ADDRESS: ATTN: Land & Field Services
475 South 1st St., Terre Haute, IN 47802
TELEPHONE: (317) 997-3973

Date of Application _____

STREET ADDRESS OR AUDITOR'S PARCEL NUMBER (APN) FOR THE PROPERTY:

_____
Address or APN City County State Zip Code

REQUESTOR INFORMATION: *(Print or Type Only)*

_____ _____
Name: Individual Company Phone Number

_____
Address City State Zip Code

E-mail Address: _____

PROPERTY LEGAL DESCRIPTION (Including Recording References - Copy of Current Deed Preferred - Attach as an additional page)

THE FOLLOWING INFORMATION MUST BE INCLUDED WITH THIS APPLICATION:

1. One (1) copy of a property survey or drawing **highlighting the easement(s) to be released**. Said survey or drawing must be legible, show clear details and include a north arrow.
2. If improvements are being made to the property (new building or additions to an existing building), three (3) copies of the site plan should be included.
3. A legible copy of the recorded easement to be released.
4. A **non-refundable** processing fee made payable by check or money order to Vectren must accompany this application before it can be processed. **Select service from rate schedule below: (Note - days shown below start the day an application is received and end at the time the document is executed and recorded)**

RATE SCHEDULE

- ❑ **Within 20 working days** **$600.00**
- ❑ **Within 10 working days** **$900.00**

The scheduled turnaround times are null & void if electrical/gas facilities are located within the easement to be released, or in the case the application is incomplete and additional information is needed.

The submitted information will be reviewed to determine if the easement in question can be released, based on existing and/or future needs of Vectren. If approved, we will prepare a recordable form instrument to be executed by the appropriate authority. The requestor will be provided with an original executed and recorded instrument for reference.

If facilities exist there will be a minimum of **8-12 weeks** for the release of easement to process to be completed. Should the relocation of facilities be necessitated by said release, the cost of such relocation(s) will be borne by a party or parties other than Vectren and must be paid before the release is granted. Also, the acquisition of new easements or the relocation/removal of facilities must be completed prior to Vectren issuing a release of easement.

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