



APPLICATION FOR LICENSE OF OCCUPATION - ENVIRONMENTAL OPERATIONS AND INSTALLATIONS

CHECKLIST – To expedite processing please ensure you have included all of the following:

A. Project Description Letter - (SIX COPIES REQUIRED). Include the legal description and municipal address of the site under investigation; description of proposed drilling locations including avenues, streets or lanes that the proposed monitoring wells or infrastructure are to be located. Project description should indicate for whom the work is being conducted, the purpose of the investigation, number of wells or remediation action proposed and methodology of the investigation.
B. Site Plan - (SIX COPIES REQUIRED). Attached to Project Description letter, indicating street names, the location of all utilities and the proposed location of every well, borehole, test pit, remediation system, injection point or excavation extent, including their horizontal and vertical offsets from property lines. North arrow and legend should be included on the plan for reference.
C. Block Profiles - (SIX COPIES REQUIRED). For all work on untitled property, indicating road, lane or utility Rights of Way (ROW) with the proposed location of every well/borehole/test pit/remediation system/injection point/excavation extent, including their horizontal and vertical offsets from property lines. <i>Block profiles may be purchased from City Online.</i>
D. Cross-sectional Diagram - (SIX COPIES REQUIRED). For the intended monitoring well/borehole or related construction.
E. Application for License of Occupation form - this application form completely filled in.
F. Cheque - for \$150.00 x number of years License required. Applicants can choose between 1-10 years (application fee made payable to The City of Calgary).
G. Letter of Credit – from a financial institution acceptable to The City of Calgary, in an amount of \$1,500 per monitoring well proposed. For remediation systems, required amount to be determined based on scope of project and estimate from consultant doing the installation, as to removal/decommissioning costs.
H. Certificate of Insurance – issued by an Alberta insurer <u>for the Licensee</u> and must include: commercial general liability insurance for no less than five million dollars, the City named as an additional insured, a cross liability clause, products and completed operations coverage, contractual liability paragraph, non-owned automobile liability extension, operation of attached machinery clause and a provision for the City to be given 30 days written notice prior to cancellation or material change of said policies of insurance.

APPLICANT INFORMATION (Environmental Consultant conducting the work on behalf of Licensee) **PLEASE PRINT**

Company Name: _____	Company Address: _____
Company Phone Number: _____	_____
Contact Name: _____	Contact E-Mail: _____

APPLICATION ON BEHALF OF (Licensee who will own the installed well(s) or infrastructure)

Full Legal Company Name: _____	Company Address: _____
Company Phone Number: _____	_____
Contact Name: _____	Contact E-Mail: _____

INVESTIGATION AREA

Address Under Investigation (if applicable): _____	Number of Years License Required For: _____
Description of off-site City Owned Land (including School/Park properties, Roads or ROW) required: _____	

DETAILS OF OPERATIONS

FOR INVESTIGATIONS: No. of Boreholes: _____ No. Completed as Wells: _____ Purpose of Investigation: _____ Monitoring Frequency: _____ Signature (Applicant Contact): _____	FOR REMEDIATION: Type of remedial infrastructure required to be installed on City lands (including equipment sheds, horizontal lines, no. of recovery wells): _____ Monitoring Frequency: _____ Date (mm/ dd/ yyyy): _____
---	--