

## REQUEST FOR RELEASE OF EASEMENT

### REQUESTER INFORMATION

Name of Requester	Account Number (if Member)	
Email Address	Telephone Number	Today's Date
Mailing Address		

### PROPERTY INFORMATION

Legal Description of Property (Include all that apply: name of road, subdivision with lot and block number, survey name, acreage, etc.)
Easement to be Released (Must provide recording information)
Reason for Release

### FOR AQUA CUSTOMER SERVICE USE ONLY

Zone	Map Page
<input type="checkbox"/> Verify there are no existing water lines within the easement area to be released. <input type="checkbox"/> Requester pays a \$150.00 Processing Fee at time of request. <input type="checkbox"/> Requester must provide Proof of Ownership (Deed) and Plat or Survey showing easement location on the property.	
Notes	

### FOR AQUA RIGHT-OF-WAY USE ONLY

Date Received	Existing Facilities (if any)			
<input type="checkbox"/> Research Completed	Date Research Completed		Research Completed By	
<input type="checkbox"/> Engineering Opinion Requested	Engineering Approval By		Date of Engineering Approval	
<input type="checkbox"/> BoD Resolution Prepared	Resolution Prepared By		Date of Next BoD Meeting	
Date of BoD Approval	Date Release Form Prepared	Release Form Prepared By	Date Filed	Date Mailed
Notes				

### SIGNATURE

Member / Applicant (Print Name)	Signature
Aqua Water Supply Corporation (Print Name)	Signature