City Of Shakopee, 129 Holmes Street South, Shakopee, MN 55379
952-233-9300 / 952-233-9326 / 952-233-9318 / Lhensen@ShakopeeMN.gov

Yearly Registration Request

SHAKOPEE
COMMUNITY PRIDE SINCE 1857

For work in Right-Of-Way or Easements Areas

Registrant Identity:

Registrant Address:

City: State: Zip-Code:

Office Phone: Fax: email:

(24-Hour Emergency Contact)
Local Representative:

Representative Address:

City: State: Zip-Code:

24-Hour Phone: email:

1) Pursuant to City Of Shakopee Ordinance Number 570, Regulation of Public-Right-Of-Way, a registration fee of $60.00 must be paid at time of registration request and each year at time of re-registration.

2) All organization and individuals working in City of Shakopee Right-Of-Way and/or Easement areas are required to and shall provide a certificate of insurance verifying that insurance meeting the following requirements is current and active. The certificate of insurance shall required that the City be notified thirty (30) days in advance of cancellation of the policy or material modification of a coverage term.

3) Coverage of commercial general liability (CGL), and if necessary commercial umbrella insurance, with a limit of not less than $1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, the general aggregate limit shall be not less than $1,000,000.

4) The CGL insurance shall cover liability arising from premises, operations, independent registrants; products completed operations, personal injury, and advertising injury and contractually assumed liability.

5) The City shall be named as an additional insured under the registrant's CGL insurance, and on the umbrella insurance if any.

6) Certificate of insurance must specifically verify that the registrant is insured against claims for personal and bodily inquiry including death, as well as claims for property damage arising out of the (i) use and occupancy of the right-of-way / easement by the registrant, its officers, agents, employees and permittees, and (ii) placement and use of facilities and equipment in the right-of-way / easement by the registrant, its officers, agents, employees and permittees, including, but not limited to, protection against liability arising from completed operations, damage of underground facilities and collapse of property.

7) The registrant shall maintain automobile liability insurance, and if necessary umbrella liability insurance with a limit of not less than $1,500,000 each accident. If such insurance contains a general aggregate limit, the general aggregate limit shall be not less than $2,000,000. The insurance shall cover liability arising out of any auto, including owned, hired, and non-owned vehicles.

8) The registrant shall maintain workers compensation insurance or provide evidence of the qualification as a self-insurer of workers compensation.

9) One copy of a Certificate of Insurance listing the City Of Shakopee as an additional insured party must be submitted with the registration form each year at the time of registration.

10) Registration with the city is good for one year or until the termination date on the certificate of insurance, witch ever comes first.

I acknowledge and agree to the terms of this registration and understand that all work will be done by permit only, including restoration and must comply with city specified requirements. Also work hours in the City are 0700-1900 M-F and 0900-1700 on Saturday, I may request an extension of hours from the City by sending said request to the city Engineer two-weeks before work starts. I must apply for a work permit in writing to Shakopee Public Works before work can start. Except for negligent acts of the City, its agents, and its employees, I shall assume all liability for and save the City, its agents, and its employees, harmless from any and all claims for personal injuries, including death, for damages to tangible, real, or personal property, actions, or causes of action arising out of the work I may perform including but not limited to the placing, constructing, reconstructing, maintaining, and using of said right-of-way/easement under this registration and/or any permit for work I may request.

I (We) the undersigned, herewith accept the terms and conditions of the registration as outlined above by the City of Shakopee and agree to fully comply therewith to the satisfaction of the City of Shakopee, Individuals(s) representing the City of Shakopee have the legal authority to bind the applicant to all terms, conditions, and provisions contained herein.

Print Applicant's Full Name: _____

Applicant's Signature: _____

Date: _____

OFFICE USE ONLY IN GREEN AREA

Registration reviewed on: _____ Registration approved on: _____ Registration Expires on: _____

Registration number: _____ Registration Fee: $60.00 Fee paid ☐ Yes Check Number: _____

Approved by: _____ Signature: _____