



# LOCATE REQUEST FORM

THERE ARE SEVERAL WAYS TO CONTACT JULIE

Call 811 • E-Request @ [illinois1call.com](http://illinois1call.com) • Remote Ticket Entry (RTE) • 1-800-892-0123



1	COMPANY PHONE NUMBER WITH AREA CODE	COMPANY NAME	
2	CALLER NAME	COMPANY ADDRESS	
3	ZIP CODE, CITY, STATE		
4	EMAIL	FAX NUMBER WITH AREA CODE	
5	ONSITE CONTACT NAME	PHONE NUMBER WITH AREA CODE	EXTENSION <i>(if applies)</i>
6	COUNTY <i>(This is mandatory)</i>	<input type="checkbox"/> VILLAGE OR CITY <i>(urban)</i>	<input type="checkbox"/> UNINCORPORATED TOWNSHIP <i>(rural)</i>
7	EXCAVATION SITE ADDRESS OR LOT NUMBER	NEAREST CROSS ST/RD REGARDLESS OF SIZE	
8	SUBDIVISION NAME		
9	<i>This information is not required, but please have available if needed for mapping of excavation site.</i>	LATITUDE	LONGITUDE
		SECTION	QUARTER/SECTION
10	ADDITIONAL ADDRESS OR DIRECTIONAL INFORMATION TO EXCAVATION SITE <i>(i.e., directions, landmarks, distance from town, etc.)</i>		
11	TYPE OF WORK <i>(Examples: trench for sewer, cable/telephone drops, fence/deck installation, plant trees/shrubs, foundation, ditch work, etc.)</i>		
12	EXTENT OF WORK <i>(Examples: locate north side of building, along rear lot line, front of property to curb, etc.)</i>		
13	ARE YOU DIRECTIONAL BORING OR HORIZONTAL DIRECTIONAL DRILLING <input type="checkbox"/> YES <input type="checkbox"/> NO	WILL YOU BE DIGGING DEEPER THAN 7 FEET? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNSURE	IS SITE PRE-MARKED IN WHITE? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNSURE
14	DONE FOR <i>(Customer name/company name)</i>		
15	WORK DATE AND TIME OF EXCAVATION	DIG-BY DATE <i>(provided by JULIE, Inc.)</i>	
16	EXPIRATION DATE OF TICKET <i>(provided by JULIE, Inc.)</i>	DIG NUMBER <i>(provided by JULIE, Inc.)</i>	
17	REMARKS <i>(Notes to member utility companies about excavation site)</i>		
18	JULIE MEMBER COMPANIES THAT WERE SENT THIS MESSAGE <i>(provided by JULIE, Inc.)</i>		

Keep your dig number as proof of your contact to JULIE and as a reference number. For your protection, JULIE recommends that you search the area for the facilities of others who are not JULIE members and notify them separately. In addition, you should communicate with the owner of the dig site to determine if there are any privately installed lines which are not marked by member utilities. For more information about the JULIE process, to register for a Remote Ticket Entry (RTE) training or questions about E-Request visit [www.illinois1call.com](http://www.illinois1call.com).

*(Revised February 2017)*