(AT) Region File No: **Hwy. XX : XX**

DD MONTH, YEAR

Attention: [DPT Name]

Alberta Transportation

North Central Region

|  |  |
| --- | --- |
| Re:  | [Insert Project # and Title] |
|  | [Insert Hwy/Control Section/Offsets or BF00000] |
|  | [Insert Legal Land Description (start and end)] |

Dear [DPT Name],

Dear [DPT Name],

For the above referenced project, please issue the Permit(s) for the following Utility Owners.

[add utility company name]

[add utility company name]

[add utility company name]

[add utility company name]

Please let me know should you have any questions or require further information.

Regards,

[Sender Name and Title]

AT PM

[Contact Information]

Attachment: Utility Agreement (signed) and Traffic Accommodation Strategy (TAS).