

# MOUNT HOLYOKE<sup>SM</sup>

## FACILITIES MANAGEMENT

### DIG SAFE PERMIT APPLICATION

Submit application to FM at least (2) weeks prior to event. For questions call FM at x2012.  
Once approved and numbered, this document will become your permit and will be returned to you.  
Site work may not commence without site being marked, approved and a dig safe number assigned.  
Mail completed application to Facilities Management (Attention: Dig Safe) or FAX to x2070.

Nature of request:  Excavation  Tent  Other \_\_\_\_\_

Sponsoring Department \_\_\_\_\_ Today's date \_\_\_\_\_

Contact Person \_\_\_\_\_ Event dates \_\_\_\_\_

Phone/email \_\_\_\_\_ Set Up \_\_\_\_\_

Contractor \_\_\_\_\_ Take Down \_\_\_\_\_

Description \_\_\_\_\_

Layout - Sketch approximate layout of event. Include North Arrow and nearest road/building.

Approved \_\_\_\_\_  CAD  Marked

Tents only

Building Permit  Fire Permit

Assigned Dig Safe Number \_\_\_\_\_

Effective Date and Time \_\_\_\_\_