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REQUEST FOR CONSTRUCTION STAKING

Project: _____

To Be Filled In By Contractor – Include Sketch If Necessary						Staking Parameters					
Priority	Type of Staking (C&G, Storm Drain, etc.)	Stakes are		Location Line, Street, Item No. Etc.	Date		Staking Limits		Staking Interval	Offset (Lt or Rt)	Grades To (T/C, FL, etc.)
		Orig	*Reset		Area ready for stakes	Stakes will be used	Station	to Station			

Comments: _____

INSTRUCTIONS: PLEASE SUBMIT THIS REQUEST FOR STAKING AS EARLY AS POSSIBLE. PLEASE ALLOW A MINIMUM OF FIVE (5) WORKING DAYS FOR OFFICE PREPARATION AND CALCULATIONS . RECEIPT OF THIS REQUEST DOES NOT GUARANTEE YOUR SCHEDULE, ALL SCHEDULING OF CREWS MUST BE CONFIRMED BY GATEWAY ENGINEERING. IT IS THE POLICY OF GATWAY ENGINEERING TO ACCOMMODATE THE CLIENT AND CONTRACTOR TO THE BEST OF OUR ABILITY. IF POSSIBLE, SHORTER NOTICE MAY BE ACCOMMODATED BUT NOT GUARANTEED BY THIS DOCUMENT OR ANY OTHER FORM OF COMMITMENT UNLESS STATED IN WRITING AND AGREED UPON BY GATEWAY ENGINEERING AND THE OWNER. PLEASE PLAN AHEAD! PROPER COMPLETION OF THIS FORM IS NECESSARY IN ORDER TO MEET THE REQUIRED RESPONSE TIME, AND TO INSURE SMOOTH OPERATIONS FOR ALL PARTIES.

Requested By: _____ (Contractor) Phone No: _____ Date: _____

Completed By: _____ Phone No. _____ Date: _____

***PLEASE PROVIDE THE CAUSE FOR ADDITIONAL WORK REQUIRED UPON RE-STAKE REQUEST.**