

QUICK-TRENCH APPROVAL PROCESS

Step 1: Contractor to complete this section and submit to begin the approval process.	Contractor Name:			
	Contact First Name:		Contact Last Name:	
	Mailing Address: DD-MMM-YY		Town/City:	Province:
Submission Date DD-MMM-YY	Email Address:			Contact Phone:
By checking the "I agree" box, you agree and acknowledge that: This application is to confirm your company would like to apply to become a Beaumont Approved Quick-Trench Contractor				I Agree

Step 2: Beaumont Public Works to complete this section.	Municipal Address Identify five (5) satisfactory inspections which confirms eligibility to program.			Service Connection Permit #	
	1	Beaumont, AB	SC		
	2	Beaumont, AB	SC		
	3	Beaumont, AB	SC		
	4	Beaumont, AB	SC		
	5	Beaumont, AB	SC		

Step 3: Contractor Orientation Meeting with Beaumont Public Works, Water & Wastewater Services	Contractor has read Service Connection & Inspection Guidelines			
	Contractor has read Quick-Trench Rules and Guidelines			
	Understanding that work or reports which fail to comply with program rules may result in services being unearthened and the Contractor being removed from the program			
	Understanding that Beaumont Water & Wastewater Services can stop by at any time to view work			
	Understanding that completed reports will be submitted within three business days of completion of work, otherwise Contractor may be removed from the Quick-Trench program			
	Projects that do not apply:			
	Replacement or repair of existing private property services			
	Replacement or repair of existing services on City side of property line, including cc valve			
	Installations in environmentally sensitive areas			
	The first five installations of a new applicant			
All installations that are more than a single family residential building up to and including a duplex				
Provide examples of Water & Sewer and Storm Inspection reports (<i>Reference documents PW - 150.4.2</i>)				
Consent to have contact information published on Beaumont website in list of approved Quick-Trench contractors			Yes	No
Date: DD-MMM-YY	Contractor Name:		Public Works Representative:	
	Contractor Signature:		Public Works Representative Signature:	

Step 4: Quality Control	Beaumont will come to site to inspect, take pictures, and draw report alongside Contractor; and then review Contractor's submitted report. This will give the Contractor the confidence needed to proceed, and Beaumont the confidence to finalize the approval process.				
	Municipal Address Identify two (2) satisfactory inspections for quality control and consistency of reporting.		Service Connection Permit #		Satisfactory
	1	Beaumont, AB	SC		
	2	Beaumont, AB	SC		

Step 5: Approval	APPROVED		Not Approved / Removal from Program	
	Quick-Trench Approval Number:		Reason:	
	Date: DD-MMM-YY	Date: DD-MMM-YY		
	Beaumont Operator:		Beaumont Operator:	

Document Control

Scanned and filed in Approved folder (QT#_Contractor Name)	Scanned and filed in Not Approved Removed folder (QT#_Contractor Name)
Copy of form provided to Contractor	Copy of form provided to Contractor

The personal information requested on this form is being collected under the authority Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. The information collected will be used for the purpose of processing your application for municipal services. If you have any questions about the collection or use of your personal information, contact the City of Beaumont's FOIP Coordinator at 5600-49th Street, Beaumont, Alberta, T4X 1A1 or 780.929.8782.