



APPLICATION FOR ADDRESS

Dear Landowner:

By obtaining this address for a new or existing property and **if it is along an Allen County road**, you understand the following:

1. That any further development of this property within the county road right-of-way may require the need for one or more of the following permits from this office:
Driveway Permit: Installation of a driveway
Construction within the Road Right-of-Way Permit: Tapping into roadside drainage tile (Only permitted for effluent discharge). Construction work consisting of bore pits and/or trenching within the right-of-way.
2. That a permit fee and a performance bond will be charged at the time of the filing of the permit application and that the bond will not be returned to you until all of the conditions for the permit have been met.
3. That these permits must be obtained prior to their related construction and are only valid for 90 days (no extensions will be granted).
4. That if the 90-day period between the date given on the permit and the completion of the work is not met, the applicant will forfeit the entire bond. If the permit expires before the work has begun, the application must be re-filed with the Engineer's Office along with the standard fee.
5. That any permits obtained after the construction has begun will be subject to an additional late fee.

I/We have read and understand the above information and agree to comply with all the conditions, restrictions and regulations of the Allen County Engineer.

Property Owner Name / Signature

Date

Requirements to obtain address for properties not in subdivisions:

1. Must be present owner of property
2. Must have approved survey of property
3. Must have measurement from one of the property lines along road frontage to the center of the driveway access.

Printed Owner's Name

Signature of Owner

Mailing Address

Phone #

Mailing Address

Fax #

City, State Zip Code

E-Mail (optional)

Survey Submitted Parcel # (or out of parcel#) _____

Measurement in feet from one of your property lines to center of driveway:

_____ from _____ property line along _____
Feet N, S, W, E Road

Address Assigned _____

Assigned By: _____
Lora Redick

Date