
File: _____

RE: _____

_____, **NEW JERSEY**

Dear _____:

We have been requested to supply utility service to the above-referenced property. We will need some information from you so that we can prepare the documents that must be signed prior to installing the utility service

Please type or print the information on the attached form and return the extra copy of this letter with the form attached to me in the self-addressed envelope provided for your convenience. When returning this information, please attach a copy of the Deed under which you purchased the property. In addition, if this is a new development or subdivision, we will need a copy of the subdivision map showing the new block and lot numbers as well as the street address for each lot.

Should you have any questions, please feel free to contact me.

Sincerely,

Please direct telephone inquiries to:

INFORMATION NEEDED FOR GAS DISTRIBUTION EASEMENT

SUBJECT PROPERTY INFORMATION:

- 1. Owner is to provide a copy of the deed
- 2. Municipality: _____
- 3. Block(s): _____ Lot(s): _____
- 4. Property Address: _____

INDIVIDUAL INFORMATION (If Individual Owns Property):

- 1. Owner of Land: _____
- 2. Owner's Address: _____
- 3. Contact Name: _____ Phone No.: _____
- 4. Who will Witness the Easement Document?: _____

PARTNERSHIP INFORMATION (If Partnership Owns Property):

- 1. Partnership Name: _____
- 2. State Where Partnership was Created: _____
- 3. Partnership Address: _____
- 4. Contact Name: _____ Phone No.: _____
- 5. Name & Title of Person Signing Easement: _____
- 6. Name & Title of Person Witnessing Easement: _____

**LLC AND CORPORATION INFORMATION
(If Corporation or Limited Liability Company Owns Property):**

- 1. Corporation/LLC Name: _____
- 2. State Where Corporation/LLC was Created: _____
- 3. Corporation Address: _____
- 4. Contact Name: _____ Phone No.: _____
- 5. Name & Title of Person Signing Easement: _____
- 6. Name & Title of Person Attesting Easement: _____