

FRANCHISE APPLICATION

All persons applying for a telecommunications franchise should read the application and [Subtitle 16B](#) of the Tacoma Municipal Code prior to completing this application. An application for a franchise must be filed with the City Clerk using this form. All applications will be reviewed for completeness. If an application is incomplete or if more time is needed to review the application, the Authorized Person filing the application will be notified within 10 business days of filing. In most instances a completed application will be acted upon by the City within 120 days of filing. Upon filing, the application will become a record available for public inspection.

If you have any questions about the application or the process, please call the City's Franchise Administration Office at (253) 591-5727.

1. Definitions: All undefined terms in this application shall have the same meaning as those terms are given in Subtitle 16B. "Applicant" is the person to whom the franchise will be issued. "Authorized Person" is the person authorized by the Applicant to complete and file the application on behalf of the Applicant and who is authorized to receive any notices on behalf of the Applicant of any action taken by the City regarding the franchise application.

2. Please provide the following contact information for the Authorized Person:

- (a) Name
- (b) Title
- (c) Mailing Address
- (d) URL
- (e) Phone Number
- (f) Electronic Mail Address (Optional)

3. State the legal name, dba, mailing address. Tacoma Tax and License B&O tax number, Washington tax number, and phone number of the Applicant.

4. If a corporation, state the name and address of registered agent of the Applicant in Washington State, and the state of incorporation of the Applicant.

5. If the entity is something other than a corporation, such as a partnership or limited liability company, state the names and business addresses of the principals.

6. State the legal name, dba, and mailing address of any persons who exercise working control over the Applicant, and the persons who control those persons to the ultimate parent.

7. As to that portion of the telecommunications system Applicant intends to initially install within the public rights-of-way, describe and identify: (a) the route of the

telecommunications system: (b) the construction techniques that the Applicant proposed to use; (c) the approximate linear feet of overhead and underground facilities; (d) the type of overhead and underground facilities; (e) the size of equipment cabinets, shielding, and electronics that will be installed; (f) the power sources that will be used; and (g) a description of the noise, exhaust and pollutants, if any, that will be generated by the operation of the same.

8. The Application will not be deemed complete without Applicant attaching hereto an original signed and notarized affidavit of an authorized officer of the Applicant certifying the truth and accuracy of the information in the application certifying that the application meets all requirements of applicable law, and certifying the following:

- (a) That prior to the granting of this franchise the Applicant has received, or is in a position to receive, necessary authorizations from state and feral authorities to provide telecommunications services using facilities within the public rights-of-way.
- (b) That the Applicant is not in default relative to any existing franchise, special street use permit, or license for facilities in the pubic rights-of-way; and
- (c) That the Applicant is willing to accept a franchise and abide by the provisions of applicable law, including those relating to the construction, operation, or maintenance of its telecommunications facilities in the public rights-of-way, and that the Applicant has not entered into any agreement that would prevent it from doing so.

9. The Application will not be deemed complete without Application first depositing with City Clerk at **\$5,000** application fee. The application fee deposit is established to allow the City to recover its actual administrative expenses incurred in receiving, reviewing, processing, considering, denying, or approving the application for issuance of a franchise. The Applicant shall be entitled to a return of any excess amount.

10. The City may request such additional information as it finds necessary and which may be lawfully required.

Note: The requirements of this application shall be construed in accordance with Subtitle 16B and applicable state, local, and federal laws and regulations. A completed application for a franchise shall be subject to review by the City and approval shall be granted subject to the City's determination that: (1) the Applicant has submitted a complete and accurate application; (2) the Applicant will enter into a franchise upon terms and conditions required or authorized by Subtitle 16B and comply with any conditions precedent to its effectiveness as required by Subtitle 16B; (3) the Applicant has received, or is in a position to receive, necessary authorizations from state and federal authorities to provide telecommunications services using facilities within the public rights-of-way; and (4) the Applicant is not in material default as to any other franchise, special street use permit, or license for facilities in the public rights-of-way.