

RIGHT OF WAY USER REGISTRATION INSTRUCTIONS

To become registered as a City of Hugo Right of Way user complete the Right of Way User Registration Form. In addition to the registration form each applicant shall provide the City of Hugo with an **insurance certificate**. Minimum Liability Coverage shall be \$2 million and minimum Workers Compensation coverage shall be \$1 million (**naming the City of Hugo 14669 Fitzgerald Ave N Hugo MN 55038 as certificate holder**). Additionally, each applicant shall provide a \$10,000.00 security in one of the following forms:

- A) Individual Project Bond
- B) Cash Deposit
- C) Security of a form listed under Minnesota Stat. Sec. 15.73, Subd.3
- D) Letter of Credit, in form acceptable to the City of Hugo
- E) Self Insurance in a form acceptable to the City of Hugo
- F) Blanket Bond for projects within the City of Hugo or construction bond for a specified time and in a form acceptable to the City of Hugo. **License and Permit Bonds are most commonly used.**

Permits for work within the City of Hugo Right of Way will not be issued until this registration process has been completed.