Santa Clarita Valley Water Agency
Wireless Communications Site Access Request

Please fill out the below information and submit to **cellsites@scvwa.org** at least 48 hours prior to the requested access date. If submitted outside of the Agency's normal business hours, the 48 hour period will start once the Agency's normal business hours resume.

Wireless Site Address:	
Wireless Site Manager:	
Wireless Carrier:	Contractor Completing Work:
Contractor Contact Name:	Contractor Contact Number:
Site Access Request Details – *Please provide 4 dates and times for requested access.*	
Requested Date(s) #1:	Requested Time #1: ☐AM ☐PM
Requested Date(s) #2:	Requested Time #2: ☐AM ☐PM
Requested Date(s) #3:	Requested Time #3: ☐AM ☐PM
Requested Date(s) #4:	Requested Time #4: ☐AM ☐PM

Lease or License Agreement:

☐ I currently have a *(choose one)* ☐ lease *or* ☐ license agreement in place with the Agency.

☐ I do not have a lease or license agreement in place with the Agency. *(Note: The Agency will require the execution of a separate access license agreement before entering upon Agency property.)*

Site Access Duration:

☐ _____ Hours

☐ Numerous days of access required – Start Date_____ End Date_____

Work to be performed:

☐ Site Maintenance ☐ Upgrade of Existing Equipment ☐ Emergency

☐ Installation of New Equipment on an Existing Facility

☐ Other: _____

Description of Work Performed *(Attach any plans)*:

By signing below, I understand that access is not granted until I have received written confirmation from Santa Clarita Valley Water Agency via email, unless my existing license or lease states otherwise, containing a confirmed date and time for access.

Signature:	Date:
Requestor's Name:	Contact Email:

SCVWA OFFICE USE ONY	Confirmed By:
Confirmed Access Date and Time: _____/_____/_____	_____:_____ ☐AM ☐PM
Day of Site Access Contact Name:	Day of Site Access Contact Number: