

Pole Attachment Operating Process

Application Phase

- Applicant sends Licensor:
 - 2 signed License Agreements
 - Insurance certificates (see page 4 of License Agreement)
 - Application fee of \$350
 - Pre & post walk fees (Exhibit B)
 - Tagging samples (see page 2 of License Agreement)
 - Electronically submitted application at NJUNS.com
 - Exhibit A pole list from License Agreement (attached to NJUNS project)
 - Pole Attachment Survey Sheet (attached to NJUNS project)

Survey & Estimating Phase

- Licensor determines ownership of poles
- Licensor determines occupants on poles
- Applicant sets up a pre-survey to be conducted in field with all pole occupants
- Licensor sends back an original License Agreement to Applicant (electronically through NJUNS)

Notification & Make-Ready Approval Phase

- Make-ready work is determined in field via pre-survey
- Licensor designs and prices out make-ready work accordingly
- Licensor sends correspondence detailing make-ready work required and associated costs

Make-Ready Phase

- Applicant submits full payment
- Licensor releases the make-ready work requests
- Applicant is notified that License Agreement has been endorsed, authorizing attachments to be installed

Applicant Installation Phase

- Applicant notifies pole owners that attachments have been installed as per the pre-survey notes

Post-Construction Phase

- Applicant sets up a post-survey to be held in field for pole occupants
- Applicant or existing occupants correct any work that needs to be done
- Secondary post-survey for the poles in question is held in field if necessary

Completion Phase

- Applicant has submitted all paperwork, fees, tagging and insurance requirements
- Applicant's attachments are completely installed as per the pre-survey notes
- Post-survey and any work associated with post-survey completed
- Licensor to start annual attachment billing either in Jan. or July covering all of applicant's attachments