



# Agent Letter

## General

This document collects authorization of responsibility(ies) of a MISS DIG 811 facility owner/operator member to a third party (agent), which is required to be a member or associate member of MISS DIG 811. This document must be completed by the MISS DIG 811 facility owner/operator member.

## Authorization

Please consider \_\_\_\_\_ (agent that is being assigned responsibility) the agent for \_\_\_\_\_ (facility owner/operator member of MISS DIG 811).

We, the facility owner/operator member, grant the above agent permission to:

- Receive locate requests (tickets) directly from MISS DIG 811. This includes design tickets.
- Receive locate requests (tickets) directly from MISS DIG 811. This does not include design tickets.
- Perform Positive Response posting.
- Update/change the area of interest (AOI) for the station(s) listed below.
- Update our contact information, ticket notification settings, and ticket delivery subscriptions.
- Search our MISS DIG 811 tickets through ExploreYourData.
- Receive, discuss, and/or pay our annual fee, but do not allow the agent to make changes to our membership that result in any additional charges without approval (i.e., additional station(s)).
- Receive, discuss, and/or pay our annual fee, and do allow the agent to make changes to our membership that result in any additional charges without approval (i.e., additional station(s)).

### Or

- This agent is an answering service or call center that will only receive tickets directly from MISS DIG 811 and may require access to search ticket information through ExploreYourData.

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This permission is granted for:

- All station(s) under our membership.
- Only the following station(s) under our membership:

\_\_\_\_\_

This permission is granted for:

- All ticket types under our membership.
- Only the following ticket types under our membership:
  - Normal 21-day ticket
  - Normal 180-day ticket
  - Project 180-day ticket
  - Concerned Caller
  - Damage
  - Design
  - Emergency
  - Short Notice



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This permission is granted until we, the facility owner/operator member, send written notice (email) of termination to MISS DIG 811. Connection to a third party will only be terminated upon receipt of this written notice.

**Signature** \_\_\_\_\_

**Email** \_\_\_\_\_

**Name** \_\_\_\_\_

**Phone** \_\_\_\_\_

**Company** \_\_\_\_\_

## Optional

Our agent is receiving our MISS DIG 811 tickets, but we would like to receive an additional copy at the following email address:

\_\_\_\_\_