



HUP Number: \_\_\_\_\_ Date: \_\_\_\_\_  
*(HUP numbers will be generated by the permits coordinator)*

Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Company/Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**General Information**  
*(All sections of this form must be fully completed)*

1. Reason for application: \_\_\_\_\_  
\_\_\_\_\_
2. Specifications of proposed work and its exact location: \_\_\_\_\_  
\_\_\_\_\_
3. Method of construction or development of proposed work: \_\_\_\_\_  
\_\_\_\_\_
4. Estimated value of the proposed work: \_\_\_\_\_  
\_\_\_\_\_
5. Degree of disturbance that the construction or development of the proposed work may cause to the highway: \_\_\_\_\_  
\_\_\_\_\_
6. Expected duration of the construction or development of the proposed work: \_\_\_\_\_  
\_\_\_\_\_
7. Requested duration of the highway usage permit: \_\_\_\_\_  
\_\_\_\_\_

### **Required Plans**

1. Plan of the proposed work drawn to a scale of at least 1:1000 showing:
  - a. complete details of the proposed work, including its front, rear and side elevations; and,
  - b. the materials to be used in the construction or development of the proposed work.
  
2. Site plan of the proposed work drawn to scale of at least 1:1000 showing:
  - a. the dimensions of the proposed work, including its location within the highway;
  - b. the location of any existing roadway, water, wooded area, well or existing work; and,
  - c. the layout of the proposed work.

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### **Insurance**

An applicant for a highway usage permit shall obtain and maintain general liability insurance in full force at all times during the term of the permit that

- a) is issued by an insurance company licensed to do business in the province;
- b) provides coverage for the liability that could result from the construction, development, repair, maintenance or operation of work;
- c) provide coverage for the sudden and accidental pollution for all insured perils;
- d) insures the permit holder, Her Majesty in the right of the Province, the New Brunswick Highway Corporation and their respective agents; and,
- e) is in the amount approved by the New Brunswick Highway Corporation.

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### **Application and Annual Fees**

Please refer to the Highway Usage Regulation document at [www.brunway.com](http://www.brunway.com) for all applicable fees. All application forms must accompany a \$100 cheque payable to the New Brunswick Highway Corporation.

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### **Contact Information**

Please forward the completed highway usage permit applications to:

Cody McCarthy	Telephone: (506) 474-7759
Highway Services Engineer	Fax: (506) 474-7752
Brun-way Highway Operations Inc.	Email: <a href="mailto:cmccarthy@brunwayops.com">cmccarthy@brunwayops.com</a>
1754 Route 640	
Hanwell, NB E3C 2B2	