



## CITY OF ATLANTA

KEISHA LANCE BOTTOMS  
Mayor

55 TRINITY AVE., SW, ATLANTA, GEORGIA 30303-0324  
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DEPARTMENT OF PUBLIC WORKS  
JAMES A. JACKSON, JR.,  
Commissioner

Dear Applicant:

When applying for Qualified Contractor's application, please provide the following:

- ✓ Copy of your Business License
- ✓ Provide a Certificate Liability Insurance \*\*\* **CITY OF ATLANTA** \*\*\* must be shown as the certificate holder \*\*\* Required Insurance is \$1,000,000 per occurrence and \$2,000,000 aggregate \*\*\*
- ✓ **Original Performance/Completion Bond** is required in the amount of the "value of proposed work or to restore the public right-of-way to its original condition prior to the commencement of work"
- ✓ **SAVE AFFIDAVIT** with a copy of current identification
- ✓ Copy of a drawing showing dimension of the work area (e.g.)  
Driveway aprons and sidewalk should show dimension (length, width) and location and type of material to be used. If this one has paver or decorative color, please fill the Decorative permit application.
- ✓ Sanitary Sewer should show **BLUE STICKER** on plans for the office of Site Development and complete the Access Authorization Form. Plans must be signed off by the City of Atlanta plan review Traffic Engineer.
- ✓ **Please allow 10 business days processing time once all required documents have been received.**

If you are installing Street Lights in the City's right-of-way, please specify and contact Wali Bashir (470) 259-2198 or Adanegn Woldemichael @ (404) 291-5053 for street lighting requirements.

If you have any questions, please feel free to contact us at (404) 330-6501.

Thank you,

Department of Public Work/Office of Transportation