

Joint Meet Sheet

Form is available on the website at <https://www.juliebeforeyoudig.com/>
The Excavator **MUST SUBMIT** documentation of each joint meet to be retained at JULIE

Meet Date

Meet Time

- Advance notice joint meet for large project held by facility owner or operator, greater than 60 days advance notice
- Joint meet held by the excavator before the start of excavation on a large project, a minimum of 5 days advance notice but not more than 60 days*
- Joint meet held by the excavator before the start of excavation, a minimum of 2 days advance notice (not a large project)*
- Progress meeting

Project Name

Project Location

Company Contact

Company Name

Company Address & Phone #

JULIE Joint Meet Ticket #(s)

Permit #(s) (if applicable)

Type of meeting

In Person

Virtual

By Phone

Entire precise geographic area of proposed excavation

Diagram, sketch or precise excavation locations attached

Yes

No

Digital pre-marking

Yes

No

Physical pre-marking

Yes

No

Agreed upon locating schedule attached

Yes

No

Agreed schedule of future progress meetings or communications attached

Yes

No

Excavation start date and time

Excavation agreed to footage/frequency

Number of excavation crews agreed to

*The excavation start date and time on normal notice requests must be a minimum of 5 days after the completion of the joint meet for large projects and a minimum of 2 days for non large projects, excluding Saturdays, Sundays, and JULIE recognized holidays and the day of the request.

Meeting Attendee Information

| FACILITATOR | Phone # | Email | Company Representing |
|-------------|---------|-------|----------------------|
| | | | |

| PROJECT OWNER | Phone # | Email | Company Representing |
|---------------|---------|-------|----------------------|
| | | | |

| DESIGNER | Phone # | Email | Company Representing |
|----------|---------|-------|----------------------|
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| Other Attendees | Phone # | Email | Company Representing |
|-----------------|---------|-------|----------------------|
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