

## **Town of Arcadia Culvert Purchasing Policy**

Culverts can be purchased from the Trempealeau County Highway Department through the Town of Arcadia. Only culverts being placed in the town right-of-way are eligible under this policy.

A Culvert Purchase Agreement must be completed for each purchase and must be approved by a town official prior to ordering. A copy of this agreement will be presented to the Trempealeau County Highway Office for ordering the culvert.

The Trempealeau County Highway Office will bill the Town of Arcadia for the cost of the culvert and all related fees. The Town of Arcadia in turn will invoice the culvert costs plus an administrative fee to the purchaser. The purchaser agrees to remit payment upon receipt of the invoice.

The above policy was approved July 13, 2017 at the Town of Arcadia Board Meeting.

# CULVERT PURCHASE AGREEMENT

## TOWN OF ARCADIA

## TREMPEALEAU COUNTY

W26051 State Road 95

Arcadia, WI 54612

Name of Applicant \_\_\_\_\_ Telephone Number \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Town Road Involved \_\_\_\_\_

Type of Driveway

\_\_\_\_\_ Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Agricultural \_\_\_\_\_ Other

Size and Length of Culvert Requested \_\_\_\_\_

(\*Note: Residential Driveway Culvert Minimum Requirement is 24 feet long and 15 inches in diameter)

**By signing below, I agree to reimburse the Town of Arcadia for the cost of the culvert and associated fees. I understand this agreement is for a one-time purchase only and a new culvert purchase agreement will be completed for each subsequent culvert purchase.**

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Culvert Agreement Approved by: \_\_\_\_\_ Date \_\_\_\_\_