

### **HOW TO COMPLETE A RIGHT-OF-WAY EASEMENT**

1. Easement must be printed on legal size (8.5" x 14") paper. Use black or blue ink only.
2. Landowner(s) should complete easement as follows:
  - a. Add the names of all landowners to the top two lines.
  - b. Add the Township, Range, and Section within first paragraph. Ex: Township 35N, Range 6W, Section 5
  - c. Next, add the county in which this property is located.
  - d. Add your Parcel Identification Number (PIN) to the document.
  - e. Attach a copy of your legal description and then write "See Attached" in the blank area following the first paragraph. This description can be found on your land or warranty deed. If you do not have this information, contact the appropriate register of deeds and they can supply you with a copy of your legal description.
  - f. If there is a lien on this property, please add the name of the lien holder in the appropriate space within the bottom portion of this document.
  - g. Take this document to a notary to have your signatures notarized. You must sign **IN THE PRESENCE OF THE NOTARY**. Notaries are typically available at the Register of Deeds office, most banks, and at Jump River Electric Cooperative.
3. If it is not possible to have all the landowners sign at the same time before the same notary, please call JREC at 715-532-5524 to obtain additional paperwork.
4. The notary must complete the bottom portion stating they have witnessed your signature along with adding their notary information and seal.
5. Mail or drop off the "ORIGINAL" easement to our office, along with the Estimate of Contributions in Aid of Construction form, Application for Membership, and your payment.

### **RIGHT-OF-WAY EASEMENT FAQ'S**

1. **Why does JREC request right-of-way easements from co-op members?**

The purpose of having right-of-way easements in place with our members is to grant legal permission to JREC Operations staff to install and maintain the power line on privately owned property on an ongoing basis.
2. **What does the easement allow JREC to do on my property?**

The permission granted by way of the right-of-way easement is limited to installing and maintaining the power line in a safe and efficient manner from the point at which it enters the property up to the point where the meter is located. This also includes vegetation management as part of the maintenance program.
3. **How much of my property does the easement apply to?**

The easement applies to the area 15' on each side of where the power line runs for a total of 30' in width.
4. **Does the easement apply to both overhead and underground/buried power lines?**

Yes, the easement applies to underground/buried and overhead power lines in the same manner.
5. **Why does Jump River request a new easement with each ownership change?**

Property lines may have changed since the last time an easement was filed for the property. At times, larger parcels of land may have been subdivided, requiring new right-of-way easements to be put in place to deliver service to areas where it had not previously been located.