CRANE/HEAVY EQUIPMENT PERMIT/APPLICATION
FOR BLOCKING OR RESTRICTING VEHICULAR AND/OR PEDESTRIAN TRAFFIC ON
UNIVERSITY OF MEMPHIS CAMPUS OR ON PUBLIC STREETS ADJACENT TO THE UNIVERSITY OF MEMPHIS

A Crane/Heavy Equipment Permit is required for placing a crane on university property, public streets, alleys or pedestrian ways which block or restrict traffic flow (vehicular and/or pedestrian) in streets, alleys, pedestrian walkways, sidewalks, parking spaces and loading zones. A site plan shall be submitted for review and approval by the UofM Office of Facilities Development. Such plan shall include the location of proposed disruption, maximum time frame for the occurrence, designation and location of flagmen, and other safety features as deemed necessary to insure a safe and timely delivery of materials, work and/or operations. Application shall be submitted two weeks prior to the crane/equipment being placed on site, or with as much advanced notice as possible.

Application Date: _____________________
Applicant Name: _____________________ Phone Number: ____________ Email: _______________________
Alt. Contact:         _____________________ Alt. Pho. No.:      ____________ Email: _______________________
Company Name: _____________________ Company Address: _______________________________________

This proposal involves the blockage and or restriction of: (circle appropriate categories)

- Public Street
- Alley
- Pedestrian Walkway
- Sidewalk
- Parking Spaces
- Loading Zone
- Other

Description of proposed occurrence requiring blocking or restriction:
______________________________________________________________________________________________
______________________________________________________________________________________________

Time Frame of Occurrence:    State Date: _______ Start Time: _______ End Date: _______ End Time: _______

Proposed safeguards:
______________________________________________________________________________________________
______________________________________________________________________________________________

Please complete the above information and attach the required site plan showing location of blockage/restriction and/or area(s) being affected.

This application and the required site plan will be emailed to the following persons for review and approval:

- UofM Police Services  policeservices@memphis.edu
- Mr. Tommy Miller  tmiller@memphis.edu
- UofM Parking Services  tbyland1@memphis.edu
- Mr. Julian Boyland  jbyland1@memphis.edu
- UofM Physical Plant  jbyland1@memphis.edu
- UofM Disability Resources  tmbchnn@memphis.edu

An email approval from each noted party is required for approval of this permit.

Approved _____________________________________ Approval Date: _________________________________

Director of OFD

Note: This permit is valid for the Time Frame noted above and must be in the possession of the Job Superintendent on Site.