



## Ticket Explanation Guide

How to read a Locate Request "ticket" document

Last Revised: October 21, 2013

### Section 1 Header

EMLCFM 00039 UTAHa 10/18/13 07:20:58 A32910048-00A NORM NEW GRID  
[Header Message]

### Section 2 Legal Dates

Ticket : A32910020 Rev:00A Taken: 10/18/13 07:18  
Old Tkt: A32910020 Taken: 10/18/13 07:18 Oper: \_SARAH  
Submitted: 10/18/13 07:20 Oper: \_SARAH Chan:ITE Legal date: 10/22/13 07:20  
Meet date: Good Thru : 11/01/13 07:20 Update By: 10/30/13 07:20

### Section 3 Marking Instructions

State: UT Cnty: WASHINGTON Place: ST GEORGE  
Subdivision: SNOW FIELD Lot: 32-A

Address : 1451

Street : W CLINTON WAY

Coord:

Cross1:

Coord:

Cross2:

Coord:

Side of St: Side of Lot: ENTIRE Digging in Rd: N

Svc Side of St: Depth:

Location:

Remarks:

Grids : 3706C11336A

### Section 4 Work Type

P&D: N Work type: SEWER & WATER INSTL  
Done for: SUPER BLUE CUSTOM HOMES  
Ug/Oh/Both: Expl/Blast: N Boring: N Railroad: U Emergency: N Meet: N

### Section 5 Excavator

Company : BIG BLUE CONSTRUCTION Phone: 801-208-2100  
Co addr : PO BOX 1517 City : DRAPER State: UT Zip: 84020  
Caller : JOE EXCAVATOR Phone: 801-123-4567 Type: E  
Contact : FRED FOREMAN Phone: 435-987-6543  
BestTime:  
Email : name@domain.com

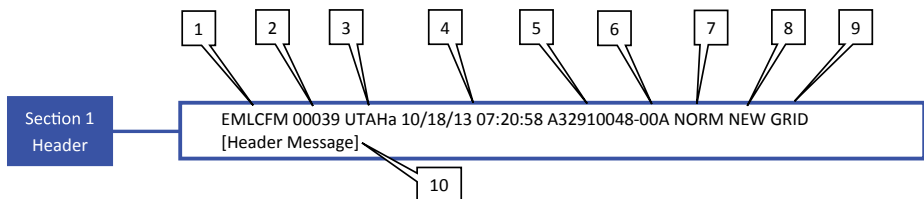
### Section 6 Member Utilities

Members: BAJA QLNUT3 QGCOCL STGRGE

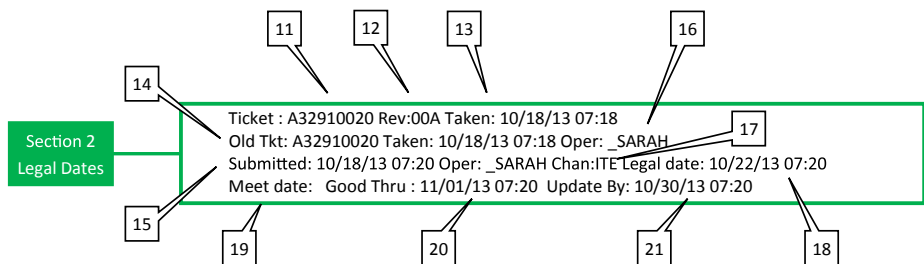
View map at: [http://www.bluestakes.org/ocars/apps/web\\_map\\_gis\\_tkt.asp](http://www.bluestakes.org/ocars/apps/web_map_gis_tkt.asp)

Code	Company	Description	Phone
BAJA	BAJA BROADBAND	CATV MRKD BY ELM LOCATING	406-728-9343
QLNUT3	CENTURYLINK LOCAL NETWORK ZONE 3	FBR & PHN MRKD BY STAKE CENTER	801-364-1063
QGCOCL	QUESTAR GAS	GAS MARKED BY ELM LOCATING	406-728-9343
STGRGE	ST GEORGE CITY	ELECTRIC, SWR & CULINARY WATER	435-627-4835

# Quick Reference — Ticket Field Definitions



- 1—Member Code—Recipient of ticket. EMLCFM or FAXCFM if excavator, or code of member utility company.
- 2—Sequence number—Order of ticket received. 00001 is first ticket of day. 00039 is 39th ticket of day on A server.
- 3—Server— Either UTAHa or UTAHc. Blue Stakes' computer server that created the ticket.
- 4—Delivery time—When the ticket was delivered by Blue Stakes to the member code.
- 5—Ticket Number—Example # is A32910048.
- 6—Revision Number—00 is original ticket; 01, 02, etc., for 2nd Notice, Re-Mark, Retransmit or Cancel, if applicable.
- 7—Priority—Normal (NORM), Emergency (EMER), Rush (RUSH).
- 8—Ticket Type—New (NEW), Update (UPDT), 2nd Notice (2NDR), Re-Mark (RMRK), Retransmit (RXMT), Cancel (CNCL).
- 9—Lookup—How member code was selected for notification. GRID = polygon drawn on map. PLCE = place default.
- 10—Header Message—Info message if ticket is Meet, Emergency, Update, 2nd Notice, Re-Mark, Retransmit or Cancel.



- 11—Ticket Number—Example # is A32910048.
- 12—Revision Number—Revision 00 is original; 01, 02, etc., for 2nd Notice, Re-Mark, Retransmit or Cancel.
- 13—Taken—When the Operator started processing the ticket.
- 14—Old Ticket—The original ticket number, if this is an Update ticket, when it was Taken, and by what Operator.
- 15—Submitted—When the Operator finished processing the ticket.
- 16—Operator—Who processed the ticket (Blue Stakes employee or excavator via internet).
- 17—Channel—How the ticket was requested. 123 = phone call; DUP, ITE, OTR, QT & WEB are via internet.
- 18—Legal Date—When ticket must be marked; when excavator can start digging. 2 business days after Submitted date.
- 19—Meet date—When Meet will take place, if Meet is requested by Excavator.
- 20—Good Thru—Ticket expiration date; when excavator must finish digging. 14 calendar days after Submitted date.
- 21—Update By—Date/time by which Excavator must create Update ticket if he wishes to dig beyond Good Thru date.

**Section 3**  
**Marking**  
**Instructions**

22 State: UT Cnty: WASHINGTON Place: ST GEORGE  
 23 Subdivision: SNOW FIELD Lot: 32-A  
 24 Address : 1451  
 25 Street : W CLINTON WAY  
 26 Cross1:  
 27 Cross2:  
 28 Side of St: Side of Lot: ENTIRE Digging in Rd: N  
 29 Svc Side of St: Depth:  
 30 Location:  
 31 Remarks:  
 32 Grids : 3706C11336A  
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 34  
 35  
 36  
 37  
 38  
 39

- 22—State—This will always be Utah (UT).  
 23—County—The County where the dig site is located.  
 24—Place—The incorporated City/Town or unincorporated county where the dig site is located.  
 25—Subdivision—Name of neighborhood, business, apartment complex, etc.  
 26—Lot—Lot, unit, space or building number.  
 27—Address—Address of dig site. May appear as range for multiple adjacent addresses.  
 28—Street—Street along which dig site is located.  
 29—Cross1—If Street and Cross1 are populated; intersection of these two roads is referenced for dig site location.  
 30—Cross2—If Cross2 is populated, dig site is along Street, from Cross1 to Cross2 streets.  
 31—Coordinate—Coordinate or alias name for the street.  
 32—Side of Street—Side of street address or dig site is located on.  
 33—Side of Lot—Excavation area of property; portion of property to be checked for utility lines.  
 34—Digging in Road—Yes, No, or Will Be Specified at Meet (if ticket is a Meet).  
 35—Service Side of Street—Road excavation area; portion of road to be checked for utility lines.  
 36—Depth—Not applicable.  
 37—Location—Specific marking instructions, to be used in addition to Side of Lot and Service Side of Street fields.  
 38—Remarks—Driving directions to dig site, additional comments, description of revision events (e.g. 2nd Notice), etc.  
 39—Grids—Name of Blue Stakes map grid(s) where dig site is located.

**Section 4**  
**Work Type**

40 P&D: N Work type: SEWER & WATER INSTL  
 41 Done for: SUPER BLUE CUSTOM HOMES  
 42 Ug/Oh/Both: Expl/Blast: N Boring: N Railroad: U Emergency: N Meet: N  
 43  
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- 40—P&D—Not applicable.  
 41—Work Type—Description of excavation activity.  
 42—Done for—For whom the excavation work will be performed. Property owner, general contractor, etc.  
 43—Ug/Oh/Both—Not applicable.  
 44—Explosives/Blasting—Yes or No if explosives/blasting will be part of the excavation work.

- 45—Boring—Yes, No or Unknown if horizontal/directional drilling or boring or other trenchless excavation will occur.  
 46—Railroad—Not applicable.  
 47—Emergency—Yes or No. If yes, see Remarks field for Emergency comments.  
 48—Meet—Yes or No. If yes, see Remarks field for Meet comments.

Section 5  
Excavator

49 Company : BIG BLUE CONSTRUCTION Phone: 801-208-2100  
 50 Co addr : PO BOX 1517 City : DRAPER State: UT Zip: 84020  
 51 Caller : JOE EXCAVATOR Phone: 801-123-4567 Type: E  
 52 Contact : FRED FOREMAN Phone: 435-987-6543  
 53 BestTime:  
 54 Email : name@domain.com  
 55  
 56  
 57  
 58

- 49—Company—The name of the entity or person that will perform the excavation.  
 50—Phone—The main phone number of the company (e.g. office phone), including extension (Ext) if applicable.  
 51—Company address—The mailing address of the company or person that will perform the excavation, including city, state and zip code.  
 52—Caller—The person from the company who is creating the locate request ticket.  
 53—Phone—The best phone number to reach the caller, including extension (Ext) if applicable.  
 54—Type—Caller type. E = Professional Excavator, O = Other (e.g. homeowner or private individual).  
 55—Contact—Field contact who can answer questions about the project.  
 56—Phone—Field contact's phone number.  
 57—BestTime—Not applicable.  
 58—Email—Caller's email address.

Section 6  
Member  
Utilities

59 Members: BAJA QLNUT3 QGCOCL STGRGE  
 60 View map at: [http://www.bluestakes.org/ocars/apps/web\\_map\\_gis\\_tkt.asp](http://www.bluestakes.org/ocars/apps/web_map_gis_tkt.asp)

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- 59—Members—Member Codes of the utility companies notified on the ticket.  
 60—Map link—Link to view dig site in relation to member's notification area, if ticket received by email.  
 61—Member descriptions—Member code, utility company name, type of utility lines owned, name of contract locator hired to mark their lines (if applicable), and contact phone number.



**BLUE STAKES OF UTAH**  
 UTILITY NOTIFICATION CENTER, INC.

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