

Month/Day/Year

RE: Inadequate Information Provided for Underground Facility Locate Request

Dear Excavator:

With regard to Missouri One Call System (MOCS) ticket number ~~XXXXXXXXXX~~, the purpose of this letter is to inform you that you did not adequately provide the information required by State Statute Chapter 319, Section 319.026, Subsection 2, Subdivisions (4) - (8), and that your failure to do so for the referenced ticket was a violation of that statute.

Further, the failure to provide adequate information may cause delays in the completion of responses to your locate requests. For example, when it is necessary for a only a portion of the property you are working on to be marked, providing that information as a part of your locate request to the MOCS call center will allow the facility owners' locators to perform their job more quickly and accurately; while not doing so may result in excessive locating time that could slow down the locating process for subsequent locate requests to which the locators are responding.

Your provision of the information required by Chapter 319 will be appreciated, and will be beneficial to all involved. Printed information concerning this matter, as well as other matters such as the color code and facility marking standards used by underground facility owners, can be found at [mo1call.com](http://mo1call.com) or is available by contacting MOCS at 573-635-1818.

Your continued provision of inadequate information when making locate requests to the MOCS call center may result in this utility referring you to the State Attorney General's Office for civil penalty action, which is an action authorized by Chapter 319.

Sincerely,

Name

Title

Name of Company/Municipality

Copies: State of Missouri Attorney General's Office One-Call Unit  
Missouri Public Service Commission