



## WebTMS Application and Agreement

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Email: \_\_\_\_\_

Office Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Member Code(s): \_\_\_\_\_

Alternate Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Start Date: \_\_\_\_\_

(To be determined between CO811 and member)

### OVERVIEW:

WebTMS (Ticket Management System) receives and stores locate requests received from Colorado 811 and allows Tier One members to manage the locate requests. The WebTMS server that maintains the locate requests and related information resides at and is maintained at Colorado 811. There are no hardware or software costs to the Tier One member for use of this access to locate requests. Colorado 811 will make available to a Tier One member all locate requests beginning on the date the Tier One member begins using the WebTMS system to store locate information.

The locate requests are available through the Ticket Search function for a 1 year period however the Tier One member should archive the locate ticket information monthly and transfer it to a computer storage disk or device to be kept at the member's facility. The information should continue to be archived by the Tier One member every thirty-days (30) thereafter. A member would continue to archive monthly. The WebTMS program provides a paperless environment, including archival storage of the locate requests. An option is included for printing locate requests if a hard-copy is required.

A Positive Response tool is also included if an e-mail address was supplied by the caller requesting the locate. Upon selection of the code for "Positive Response", codes selected from a pre-determined list.

**AGREEMENT:**

Members using the WebTMS system agree as follows:

1. It is the responsibility of the member using the WebTMS system to supervise the use of the WebTMS program with their own employees.
2. Members agree that the WebTMS system will not be made available to unauthorized employees or to the public at large. The data maintained by Colorado 811 is highly sensitive and the safety of the public and facility owners is protected by insuring that only authorized employees have access to the information provided or maintained by Colorado 811.
3. It is the responsibility of the member to archive, store and maintain the locate request information, either through the WebTMS program or by documentation received from the excavators or the locators and processed at the time the original locate request is made.
4. It is the responsibility of the member to contact Colorado 811 immediately if the WebTMS program is not operating appropriately.
5. Colorado 811 may unilaterally discontinue WebTMS access by any member if there is a reasonable belief on the part of Colorado 811 management that a member is violating the terms and conditions of use.
6. Colorado 811 may modify the terms and conditions of use at any time.
7. Colorado 811 or the member may discontinue WebTMS access at any time upon a thirty (30) day written notice.

By placing a signature below the individual signing acknowledges that he or she understands the terms of use of related to the WebTMS system and agrees to the terms of use on his or her behalf and on behalf of the Colorado 811 Tier One member he or she works for or represents.

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Authorized Signature

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Date