

APPLICATION FOR DREDGED MATERIAL PLACEMENT AGREEMENT Instructions to Applicant

This application is to be used for dredging projects that propose using Port Authority owned dredged material placement areas. The application may be completed and signed by either the applicant, authorized agent, or preparer.

Fees: \$675 Application Fee

Dredged Material Placement fee to be invoiced at a later date

General Instructions

1. Complete and sign the application, put N/A if not applicable.
 - a. *Company Name*: The company name should be written exactly as listed with the Office of the Secretary of State or other licensing entity (*Documentation may be required*)
 - b. *Emergency Contact*: Person or call center (preferred) for the Port Authority to call in case of emergency.
 - c. *Corporate Officer*: A person who has authority to bind the company, and the entity type generally determines who has such authority. The proper person to sign is: (a) the president, vice-president or other senior officer of a corporation, witnessed by the corporate secretary or assistant secretary; (b) the partner of a general partnership, properly witnessed; (c) the owner of a sole proprietorship, properly witnessed; and (c) the general partner of a limited partnership, properly witnessed. If someone other than the person listed is signing, or a witness does not additionally sign, proper papers authorizing that action (such as a corporate resolution or an attorney-in-fact designation) must be included when you return the signed permit)
2. Submit the application package and fee as indicated below. The application package includes the completed and signed application, required documentation, and copy of payment.

Return application package to:

Channel Development Department
Port of Houston Authority
Attn: Licenses/Permits
111 East Loop North
Houston, Texas 77029

or

chandev@poha.com

All fees associated with this application should be sent to:

Online Credit Card Payments **For amounts up to \$5,000 USD**

Access our secure online payment system at <http://porthouston.com/portweb/online-payments/>

Check Payment- Lockbox Address:

Port of Houston Authority
P.O. Box 95279
Grapevine, Texas 76099-9752

Over-night Address:

Port of Houston Authority
Attn: Lockbox# 95279
3330 West Royal Lane, Irving, Texas 75063-6013

Wire Transfer and ACH Transfers:

Company
Tax ID#
Bank Name/Telephone#
Bank Address
Checking Acct. No.
Bank Transit & Routing Number
Swift Code (For international wires)

The Port of Houston Authority
74-6001217
Branch Banking and Trust @ 713-425-0818
P.O. Box 95279, Grapevine, TX 76099-9752
14400 111 00426
ABA# 111 017 694
BRBT US33

Wire and ACH transfer payment details must be emailed to paymentremiltonly@poha.com

The Channel Development Department may request additional information as deemed necessary to process the application. Contact the Channel Development Department at 713-670-2441 or chandev@poha.com for assistance regarding any of the above requirements.