



FIRELANDS ELECTRIC COOPERATIVE, INC.

EASEMENT & RIGHT-OF-WAY AGREEMENT INSTRUCTIONS

103 INDUSTRIAL DRIVE, PO BOX 32, NEW LONDON, OH 44851

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1. All marks and notations made on the easement must be **INSIDE** the designated box area of the agreement. Any marks or notations made outside of the box will void the easement agreement.
2. Only the use of black or blue ink is acceptable.
3. All blank lines need to be completed or filled in. Most of this information can be obtained from the written description of the property, from the deed, or from courthouse records.
4. If you know the volume number or page number in which your deed is recorded, please provide this information in the appropriate spaces of the easement (upper left-hand corner).
5. Fill in the township and county where property is located.
6. List the lot number and section number of the property. Please include the total acreage for this property.
7. Boundaries:
 - List the owners of all property that borders your property on the north, east, south, and west.
 - If your property is bounded by a road, please list information in appropriate spaces.
8. The owners of the property, name(s) appearing on property deed, need to sign on the Grantor lines of the document, then print his/her name below the signatures.
9. The grantors' signatures must be witnessed by two (2) people (different than grantors). One of these witnesses can be the notary.
10. The notary must complete all the spaces requiring dates. He/she must seal the document, sign it, print or stamp his/her name, and record their commission expiration date.