## HOW TO COMPLETE AN EASEMENT

- 1. Easement should be printed on a legal-size paper. Please use black ink to complete.
- 2. Land owner(s) should complete easement as follows:
  - a. Add the names of all land owners to the top two lines under "KNOW ALL MEN..."
  - b. Add the <u>county</u> in which this property is located, where indicated below the land owners name(s).
  - c. Add the <u>Township</u>, <u>Range</u>, and <u>Section</u> below the first paragraph. Ex: Township 35N, Range 6W, Section 5
  - d. Add your Parcel Identification Number (PIN) to the document.
  - e. <u>Attach a copy of your legal description</u> and then write "See Attached" in the legal description area. This description can be found on your land or warranty deed. If you do not have this information, contact the appropriate register of deeds and they can supply you with a copy of your legal description.
  - f. If there is a <u>lien on this property</u>, please add the name of the lien holder in the appropriate space within the bottom portion of this document.
  - g. Take this document to a notary to have your <u>signatures notarized</u>. You must sign IN THE PRESENCE OF THE NOTARY. Notaries are typically available at the Register of Deeds office, most banks, and at Jump River Electric Cooperative.
- 3. In the presence of the notary, ALL landowners must sign this document. If it is not possible to have all the landowners sign at the same time before the same notary, please call JREC at 715-532-5524 to obtain additional paperwork and information on how to complete the easement.
- 4. The notary must complete the bottom portion stating they have witnessed your signature along with adding their notary information and seal.
- 5. Mail or drop off the "ORIGINAL" easement to our office for recording at the appropriate register of deeds, along with the Estimate of Contributions in Aid of Construction form, Application for Membership, Automatic Bill Payment form, along with your payment.

Document Number Document Title Jump River Electric Cooperative, Inc. PO Box 99 Ladysmith, WI 54848 715-532-5524 **Right of Way Easement** USE BLACK INK ONLY Name & Return Address: KNOW ALL MEN BY THESE PRESENTS, that the undersigned Jump River Electric Cooperative, Inc. PO Box 99 his wife, for a good and Ladysmith, WI 54848 valuable consideration, the receipt whereof is hereby acknowledged, does hereby grant and convey unto Jump River Electric Cooperative, Inc., a Cooperative, Inc., a cooperative incorporated under the Laws of the State of Wisconsin, whose post office address is Ladysmith, Wisconsin and to its successors or assigns, the right to enter upon the lands of the undersigned Situated in the County of \_\_\_\_\_\_, State of Wisconsin, and more particularly described as follows: Parcel Identification Number A thirty foot (30') Right of Way in Township \_\_\_\_ Range \_\_\_\_ Section \_\_\_\_ Description: (USE BLACK INK ONLY) And to place, construct, operate, repair, maintain, relocate and replace thereon, either above or below ground level and in or on all streets, roads or highways abutting said lands, either above or below ground level an electric transmission or distribution line or system including all supporting devices and at anytime to make extensions of such electric lines or system to serve electricity to other members the grantee, and, from time to time, to cut down, trim, control the growth of, or eliminate by chemical spray or mechanical means, such trees, shrubbery and other plant growth above, under or adjacent to said lines, as grantee deems appropriate to properly construct, operate and maintain said lines, and to eliminate present or future hazards to the rendition of adequate electric service therefrom; and to license, permit or otherwise agree to the joint use or occupancy of the line or system by any other person, association, or corporation of electrification or telephone purposes. Grantee shall have the right, in its discretion, at any time, to replace all or any portions of the lines constructed above ground level, with lines and appurtenances placed underground, at the same or different location. This Grant also includes the right to keep the easement clear of all buildings, structures or other obstructions. In granting this easement it is understood that at pole locations, in above ground construction, only a single pole and appurtenances will be used and that the location of the poles will be such as to form the least possible interference to farm operations, so long as it does not materially increase the cost of construction. The undersigned agree that all poles, wires and other facilities, including any main service entrance equipment, installed on the above described lands by the Cooperative shall remain the property of the Cooperative removable at the option of the Cooperative. The undersigned covenants that he is the owner of the above described lands and that the said lands are free and clear of encumbrances and liens of whatsoever character except those held by the following persons: \_, it is further understood, whenever necessary, words used in this instrument in the singular shall be construed to read in the plural and that words used in the masculine gender shall be construed to read in the IN WITNESS WHEREOF, the undersigned has set his hand seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ STATE OF WISCONSIN -ss COUNTY OF \_ \_\_ day of \_\_\_\_ \_\_\_, \_\_\_\_\_\_, the above named \_\_\_ \_\_, to be known to be the person(s) who executed foregoing instrument and acknowledged the same. THIS INSTRUMENT DRAFTED BY Typed or printed name\_\_\_ \_\_\_ State Notary Public \_\_\_\_\_ For Jump River Electric Cooperative, Inc. My commission expires