

## Road Association Applicants

Please read all of the provisions of the application carefully. The application deadline is October 1. If your Road Association road meets the requirements and you would like to apply for snowplowing service by St. Louis County, please complete the current snow season application with your name (as Road Association representative), the name of the Road Association, your mailing address, and a telephone number where you can be reached. You must have the application signed by all the homeowners affected stating that they read and understand the agreement unless you are a legal representative for the Road Association and have the authority to sign for the Association in which case only that signature is required. Be sure to include payment in full which consists of a check or money order payable to "St. Louis County Auditor" for the total amount from the rate schedule PLUS the NON-REFUNDABLE filing fee\* PLUS any late fee if applicable. Responsibility for collection of fees and payment to St. Louis County is strictly upon the Road Association representative or designated representative.

Mail the completed application with payment in full to the county garage for your area listed on the application OR if you do not know where that would be, mail it to: St. Louis County Public Works Dept. 4787 Midway Rd. Duluth, MN 55811.

Once your application is received your check will be deposited. The Road Foreman will then drive out to inspect the Road Association road and determine if it meets the requirements for snowplowing. If it is determined that it meets all requirements, your application will be signed by the Road Foreman and the District Superintendent and kept on file at the appropriate garage (you will not receive a copy returned in the mail). If it does not meet the requirements, you will be contacted by the Road Foreman with the issues so they can be corrected. If the issues are not corrected and it is determined that plowing cannot be done, a refund for the amount from the rate schedule will be issued (the filing fee is not refundable).

If you have questions, please contact the county garage for your area (phone numbers are on the application) OR the main Public Works facility at 218-625-3830.