



Trans Mountain (Puget Sound) LLC
1009 East Smith Road
Bellingham, WA 98226
Tel: (360) 398-1541
Fax: (360) 398-8432
www.kindermorgan.com

[DATE]

[ADDRESS]

Attention: ●

Dear Sir/Madam:

Re: Unauthorized Activity near the Trans Mountain (Puget Sound) Pipeline and Associated Right-of-Way located at [LOCATION]

The Trans Mountain (Puget Sound) Pipeline is operated by Kinder Morgan (“KM”) and pursuant to 49 C.F.R. 195, KM is required to implement a Damage Prevention Procedure. In accordance with this Damage Prevention Procedure, KM is responsible for administering the proximity installation and ground disturbance approvals for work done near this Pipeline.

[COMPANY NAME] has conducted an Unauthorized Activity near the Trans Mountain (Puget Sound) Pipeline and Right-of-Way on [DATE] at [LOCATION], within ● feet of the Pipeline without the necessary permits and supervision. Specifically, [INSERT DESCRIPTION OF WORK AND WHAT WAS LACKING].

Excavation and other ground disturbances in and around underground pipelines without the proper authorization are extremely dangerous and pose significant risk to you, public safety and the environment. Unauthorized excavation / ground disturbance can lead to criminal, regulatory or civil action against you, including a requirement that you pay for any damages caused by any such excavation / ground disturbance.

A record of this Unauthorized Activity will be placed on our files for future reference and we may take further legal action, if deemed appropriate. The State and Federal Authorities will also be notified of your actions and will receive a copy of this letter.

Enclosed are copies of KM’s Design and Construction Guidelines, Pipeline Protection Procedures and a Brochure for your local One-Call Organization. Please familiarize yourself with this information and ensure that [COMPANY NAME] notifies KM and

One Call a minimum of two (2) working days prior to any ground disturbance activities within 100 feet of the pipeline and right of way in the future.

Please contact me directly at ● if you have any questions.

Yours truly,

KINDER MORGAN

[NAME]

[TITLE]

Encl.

Cc: ●