

**New Roads and Street Works Act 1991  
Street Works Register System  
Application by Statutory Utility  
for a Department for Transport (DfT) Code  
and/or NSG Password**

The Department for Transport will not issue a Data Capture Code to a contractor or non-statutory undertaker. Contact Vida Browne Campbell at the DfT should you require further information on 020 7944 2486

All Sections of this document must be completed as appropriate

Step 1. To be completed in full

Name of Organization: \_\_\_\_\_  
Registered office address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Postcode: \_\_\_\_\_

Contact Name: \_\_\_\_\_  
Contact Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Postcode: \_\_\_\_\_

Telephone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Email Address \_\_\_\_\_  
Username \_\_\_\_\_  
(Alphanumeric with underscore only)

Step 2 Does your Organization already have a DfT data capture code?  
(These may be viewed on the DfT website: <http://dft.gov.uk/roads/streetworks>)

Yes  Go to Step 3

No  Go to Step 4

Step 3 Please quote your code: Prefix  Code

Go to Step 4

Step 4 Is your Organization:

- |   |     |                          |              |
|---|-----|--------------------------|--------------|
| A water and/or sewerage undertaker;               | Yes | <input type="checkbox"/> | Go to Step 6 |
| A telecommunications code system operator         | Yes | <input type="checkbox"/> | Go to Step 6 |
| A public gas transporter                          | Yes | <input type="checkbox"/> | Go to Step 6 |
| An electricity generator, transmitter or supplier | Yes | <input type="checkbox"/> | Go to Step 6 |
| Other   | Yes | <input type="checkbox"/> | Go to Step 5 |

Step 5 Other applicants: Please attach evidence that you have the statutory right to execute works in highways maintained at the public expense.

Step 6 Email or Fax the completed form, together with any documentations required in Step 5 to:

Ms V. Browne Campbell      Fax: 020 7944 2486  
DfT      Email: [vida.browne-campbell@df.tgs.gov.uk](mailto:vida.browne-campbell@df.tgs.gov.uk)

#### Next Steps

If your application is successful, you will be allocated a data capture code by the DfT. The DfT will then ask for a password to be issued to you by Intelligent Addressing, the NSG concessionaire, giving you access to the download section of the NSG website ([www.thensg.org.uk](http://www.thensg.org.uk)).

The data capture code, and password will be sent by email to the contact name and email address given in Step 1.