










Keeping it simple. Making it easy.

10 steps to get you on air

OWNER	ACTION		POINTS OF CONTACT	
 Crown Castle  Customer	 Conversation  Documentation (forms, agreements, permits)	 Review  Construction	 Regional Sales Manager (RSM)  Project Manager (PM)	 Construction Manager (CM)

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1. Order submission

Our Regional Sales Manager (RSM) works with you to understand your objectives and build a plan for your unique needs. This includes a pricing discussion and an overview of both the benefits and pitfalls of the proposed scope. Be sure to have an open dialogue about terms. Once you've finalized the project scope and loading with your RSM, we'll help you populate the information in an online order form.



THOUGHT STARTERS WITH YOUR RSM:

- #1 Requested antenna centerline
- #2 Tower space, power and equipment requirements including:
 - Quantity(s)
 - > Mount manufacturer and model
 - > Antenna manufacturer and model
 - > Radios/Remote radio heads/Mounts/Misc. tower-mounted equipment
 - > Feedlines/coax/fiber



2. Provide purchase orders for services

Your Project Manager (PM) will submit a purchase order request for the proposed services work. Once we receive your PO, service work begins.



3. Review and process your order

To ensure the scope meets all regulatory, structural and ground lease requirements, your dedicated teams will conduct a fast track engineering and application review. Any additional cost requirements identified through this process will be communicated by your PM.



4. Obtain insurance requirements

We'll need to get the insurance requirements from you or a Crown Castle approved construction vendor. Using a Crown Castle approved vendor who already satisfies our requirements can save you time and get you on air quicker. Since every build is unique, be sure to connect with your Crown Castle support team early on to discuss your needs and construction plans so we can help you navigate the vendor approval process—quickly and simply.



5. Create site license agreement

Once the engineering review is complete, we will provide you with a site license agreement (SLA).



6. Execute site license agreement

After you review and execute the SLA, the agreement will be executed and returned for your records. Once signed and all other Notice to Proceed (NTP) requirements are met, we are ready to move to construction.



7. Comply with zoning and permitting regulations

With our expertise and municipal relationships at the state and city level, we help you navigate the regulatory environment—saving you time and money. Regardless of who completes the zoning and permitting, all approval documentation must be received before construction can begin.

EXPERT TIPS:

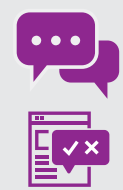
- #1 Construction drawings may be required by the jurisdiction, we can help!
- #2 Many jurisdictions have special requirements that may take longer. That's why you should connect with us early to review specific requirements and eliminate potential delays.



8. Issue NTP

It's time to build! We'll issue an NTP once the following items are complete:

- Executed SLA
- Receipt of zoning and permitting documentation
- Approval of general contractor
- FAA and FCC approval, if required



9. Begin construction

Once the NTP is issued, the installation of your tower and ground equipment can begin. All general contractors must comply with the following requirements:

- 48-hour notice given to a Crown Castle representative prior to appearing on site
- Submit a compliant rigging plan to the CM prior to rigging to the asset
- Notify the Network Operations Center (NOC) when leaving and entering the site



10. Complete construction and project closeout

Success! To ensure the accuracy of our site data, all general contractors must submit closeout documents to a Crown Castle representative within 48 hours of completing construction.

