



Maryland  
Transportation  
Authority

Maryland Transportation Authority  
Office of Engineering and Construction  
300 Authority Drive  
Baltimore MD 21222

**LANE /SHOULDER  
CLOSURE  
NOTIFICATION  
FORM**

EOC Permit No: \_\_\_\_\_

Page 1 of 2

**Request Made By:**

Name (Print): \* \_\_\_\_\_  
Contractor/ Consultant/ Other

Signature: \_\_\_\_\_

Agency/Firm: \* \_\_\_\_\_

Address: \_\_\_\_\_

Day/Night Number: \* \_\_\_\_\_

Fax Number: \_\_\_\_\_

Request Made On (Date): \* \_\_\_\_\_

Right of Access Permit No.: \_\_\_\_\_

MdTA Project No.: \* \_\_\_\_\_

**Authority Contact Person(s):**

Name: \* \_\_\_\_\_

Day / Night Phone Number: \* \_\_\_\_\_

Name: \_\_\_\_\_

Day / Night Phone Number: \_\_\_\_\_

Fax Number: \* \_\_\_\_\_

Description of Work Requiring Closure \_\_\_\_\_

| *Begin/End Date and Day(s) of the Week <sup>(2)</sup> | *Time of Closure <sup>(3)</sup> |    | *Affected Lane(s), Shoulder(s) or Ramp(s) <sup>(4)</sup> |                          |                          |                          |                          |                          |                          |                          | *Route, Direction and Begin / End Location (Mile Markers) OR Ramp origin / destination <sup>(5)</sup> | *TTCTA Standard, Plan Sheet, or SP <sup>(6)</sup> |
|---|---------------------------------|----|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|---|---|
|   | From                            | To | LS   | 1                        | 2                        | 3                        | 4                        | 5                        | RS                       | RP                       |   |   |
|   |                                 |    | <input type="checkbox"/>                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |   |   |
|   |                                 |    | <input type="checkbox"/>                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |   |   |
|   |                                 |    | <input type="checkbox"/>                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |   |   |
|   |                                 |    | <input type="checkbox"/>                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |   |   |
|   |                                 |    | <input type="checkbox"/>                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |   |   |

Maryland Transportation Authority, Transportation Facility Project:  
Approved: \_\_\_\_\_ Date: \_\_\_\_\_

The applicant is required to notify the appropriate Maryland Transportation Authority, Authority Operations Center of the intended location and activity 1 hour prior to commencing work. At the time of contact, the AOC shall be provided with information on the vehicles, personnel and other equipment, which may be placed on the transportation facility project unless the lane closure is part of an on-going Maryland Transportation Authority construction project. If there is any discrepancy with the information previously submitted, the Authority Operation Center has discretion to delay the start of work while seeking confirmation/authorization for the change. If the applicant previously requested Police Presence for the specified activity, the application is required to contact the appropriate Maryland Transportation Authority, Duty Officer at least one hour prior to commencing activity to confirm the location and time at which Police Presence is needed. The appropriate Duty Officer must be provided a minimum of 12 hours advance notice to cancel previously scheduled Police Presence.

- Authority Operations Center Central:** (410) 537-1233
- Authority Operations Center North:** (410) 537-5601
- Authority Operations Center South:** (410) 537-6615
- Baltimore Harbor Tunnel Thruway (I-895) Duty Officer:** (410) 537-1209
- Francis Scott Key Memorial Bridge (I-695 / MD 695) Duty Officer:** (410) 537-7600
- Fort McHenry Tunnel (I-95) Duty Officer:** (410) 537-1209
- John F. Kennedy Memorial Highway (I-95) Duty Officer:** (410) 537-1150
- Thomas J. Hatem Memorial Bridge (US 40) Duty Officer:** (410) 537-1196
- William Preston Lane Jr. Memorial (Chesapeake Bay) Bridge (US 50):** (410) 295-8146

**Completed Application Forms Should be Faxed or Emailed to:**

Maryland Transportation Authority, Office of Engineering and Construction – Traffic Section  
Attention: MdTATraf2  
Office: (410) 537-7846  
Fax: (410) 537-7803  
Email: [mdtatraf2@mdta.state.md.us](mailto:mdtatraf2@mdta.state.md.us)



Maryland Transportation Authority

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Office of Engineering and Construction
300 Authority Drive
Baltimore MD 21222

LANE /SHOULDER CLOSURE NOTIFICATION FORM

EOC Permit No: \_\_\_\_\_

Request for Overhead VMS Message:

Sign Number: \_\_\_\_\_ Sign Location: \_\_\_\_\_

Message (21 characters per line, 3 lines per board, 2 boards maximum):

Blank lines for message input

Request for Overhead VMS Message:

Sign Number: \_\_\_\_\_ Sign Location: \_\_\_\_\_

Message (21 characters per line, 3 lines per board, 2 boards maximum):

Blank lines for message input

General Notes:

- A. All request forms must be submitted at least 14 days in advance...
B. All requests shall be accompanied by a statement or plan of the proposed work...
C. All requests for lane closures on Maryland Transportation Authority transportation facility projects...

Instructions

- 1. MdTA Construction Projects are only required to fill in boxes marked with an \*.
2. Date and Day of the Week should include date work starts, date work ends and requested days of the week...
3. Enter time of day - use 24-hour format or specify AM / PM.
4. Count lanes from the median out starting with the left lane as lane 1.
5. Include route number or name, ramps, or bridges (by structure #) located within the mile markers...
6. Enter the applicable Temporary Traffic Control Typical Application (TTCTA) from Maryland SHA Book of Standards...