



ROW FRANCHISE UTILITY OWNER REGISTRATION GUIDE

Rev: 4 | Revision Date: 10/01/2026 | I.D. Number: E-ENG-42

PURPOSE

To outline the required process for registering Communications Facility and Services Providers (UAO), as well as Pass-Through Providers, operating within the City of Fort Lauderdale's public rights-of-way, in accordance with City Ordinance [C-17-03](#) and Florida Law (Chapter [2019-131](#)).

REGISTRATION PROCESS

- Prepare Registration Package
- Combine all required registration documents into one PDF file.

Submit Registration Package

- Email the PDF to DSEngineeringAdmin@fortlauderdale.gov
- Specify Registration Type
 - "UAO New Registration" – for first-time registrants
 - "UAO Renewal Registration" – submit at least 10 days prior to expiration

Registration Forms

Choose the correct form

- Gas, Electric, Fiber/Telecommunications Users
 - [Registration Form](#)
- Small Cell / 5G Technology Users
 - [Registration Form](#)

Additional Requirements

- Certificate of Insurance (COI)
 - Must comply with City Ordinance [25-113](#).
 - Certificate Holder & Additional Insured:
 - City of Fort Lauderdale – 101 NE 3rd Avenue, Suite 2100, Fort Lauderdale, FL 33301
 - Provide updated COI annually before expiration.
- Changes During 5-Year Registration Period
 - Registrants must notify DSD Engineering of any changes to registration information.
- Contractor Requirements
 - If the UAO uses electrical/general contractors, those contractors must be properly registered with the City and remain current. Registration information can be found at: [LauderBuild](#)