SURVEY CHECKLIST

_____ **SURVEY NUMBER**_____

SURVEYOR_____ CLIENT_____

LS #_____ SECTION-TWP-RNG_____

BUSINESS NAME_____

DATE OF SURVEY_____ JOB/PROJECT #_____

DATE RECEIVED_____ RECEIVED BY_____

DATE FILING FEE PAID_____ AMOUNT PAID_____

SUBDIVISION BOUNDARY? YES NO DEEDS? _____

PLA? YES NO _____

_____

REVIEWED BY_____ DATE_____

DATE SURVEY RETURNED TO SURVEYOR_____

_____

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		(Y)	(N)
1.	Math check……..…….	( )	( )
2.	Data must be of such size and clarity as to be clearly reproducible…….	( )	( )
3.	Size (18” x 24” only)…….	( )	( )
4.	Location by ¼ section, Twp, and Rng……..	( )	( )
5.	Date of survey……..	( )	( )
6.	Scale of drawing……..	( )	( )
7.	North Arrow……..	( )	( )
8.	Basis of bearings…….	( )	( )
9.	Tie to a monumented section corner, ¼ corner, 1/16th corner, DLC corner or a monumented lot, parcel or boundary corner of a recorded subdivision, partition or condominium…….	( )	( )
10.	Legend (monument type, size, caps etc.)…….	( )	( )
11.	Surveyor’s seal, original signature and renewal date…….	( )	( )
12.	Surveyor’s business name and address……..	( )	( )
13.	Narrative – must explain the purpose of survey and how lines were established or reestablished and shall state which data were controlling…….	( )	( )
14.	Street names, widths, CR #’s shown correctly (check section map & tax map)…….	( )	( )
15.	Accepted statement……..……..	( )	( )

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PLEASE KEEP THIS FORM WITH THE SURVEY UNTIL AFTER THE SURVEY HAS BEEN FILED.