



General Record of Survey Checklist

Approved for filing []
By _____

SUBMITTAL DATE: _____ CHECKED IN BY: _____ SURVEY TRACKING #: _____

SURVEYOR: _____ LS#: _____ COMPANY: _____

CLIENT: _____

GENERAL LOCATION: COUNTY [] BEND [] LA PINE [] REDMOND [] SISTERS []

LOCATION: T _____ R _____ SEC _____ QRT. _____ Subdivision _____

RECEIVED COPY OF:

Required Review submittal items: (DCSO SURVEY POLICY)
-3 paper copies of survey

Survey Drafting Standards: (DCSO SURVEY POLICY, ORS 209.250 (2))

- Black ink only, no gray or screened lines.
18"x24"
Final map drafting material, 4 mil mylar, poly, acid free paper
Lettering, size (.08" Min) or type to be legible and scaled as required
1"=10', 20', 30', 40', 50', 60', 80', and scales of even 100'
No survey information shall come nearer to edge of sheet than 1/2 inch

Reviewed By _____

Tech Review By _____

SURVEY, Requirements for map and narrative (ORS 209.250)

- Surveyor's narrative on map (ORS 209.250 (2))
Purpose of Survey
How boundary lines or other lines were established
Controlling elements used for establishing lines
Deed elements
Survey records
Found survey monuments
Plat records
Road Records
Other data

Base Review Fee = \$200.00

Additional Sheets = \$
(\$20.00 per additional sheet over 2)

Non-Refundable Filing Fee = \$170.00

Total Fee Paid = \$

Paid By: _____

Check No. _____

Receipt No. _____

Date Filed _____

CS NO. _____

Map Must show the following (ORS 209.250 (3))

- (a) Location of survey by 1/4 Section, Township and Range
(b) The date of the survey
(c) Scale of drawing and north arrow
(d) Distance and Course
Distance and course of all lines traced or established
Basis of Bearings
Measured distance and course to a:
monumented section, 1/4, 1/16, DLC corner in township and range
monumented lot or boundary corner of record subdivision
monumented parcel or boundary corner of record partition plat
monumented boundary corner of record condominium plat
(e) Measured values separately indicated from record values with recording reference.
Metric measurements may be used if a conversion to feet is provided.
(f) Monuments (set monuments must be separately indicated from found monuments)
Relationship between monuments set and monuments found (ties between them)
Detailed description of monuments set and monuments found (markings, type, etc)
(g) The surveyor's Seal and original Signature.
(h) The surveyor's business name and address.

Monument requirement (ORS 209.250(8))

Monument marked or tagged with the registered business name or the surveyor's PLS number

Comments