

**CHECKLIST**  
**DISTRICT ANNEXATION PROPOSALS ONLY**

The following is required for a complete LAFCO application:

1.  One (1) original of the Notice of Intent to Circulate a Petition (for Non-Agency Proposals only). Submit prior to circulating a petition.
2.  Check for appropriate LAFCO application fee made payable to Solano LAFCO.
3.  One (1) original of the Application (and Petition for Non-Agency Proposals), signed Fee Agreement, and Indemnification Agreement.
4.  One (1) copy of the geographic description.
5.  One (1) copy of the map and if applicable, one copy reduced to 8 ½ x 11 for recording with the County Recorder.
6.  Two (2) sets of mailing labels for landowners within 300 feet of project area.
7.  Response to LAFCO Standards.
8.  Copy of the Fish and Wildlife Receipt filed with the County Administrator's Office.
9.  One copy of the Environmental Impact Report or one copy of the Negative Declaration including the initial Study, along with one CD containing all environmental documents in either Word or PDF Format.
10.  One copy of the Agency's action Certifying the Environmental Impact Report or adopting the Negative Declaration, and Notice of Determination.
11.  One Copy of a "will serve" letter from the District.
12.  One Copy of the Fair Political Practice Statement of contributions (If applicable).