

## **CHECKLIST FOR ALL MAPS & WRITTEN GEOGRAPHIC DESCRIPTIONS**

### Map(s):

- Is the map accurately drawn to professional standards?
- Is it the original size copy?
- Is a vicinity map included?
- Are existing boundaries shown and identified?
- Are existing streets, roads, and highways referenced with their current names?
- Does it include the township and range, section number(s) and rancho?
- Does it have a north arrow and scale bar?
- Is the Point of Beginning clearly shown?
- Is the boundary made apparent without masking adjacent background features?
- Are all courses numbered to follow the written description?
- Is each parcel that touches the new boundary and is within the project area labeled with an APN?
- Is an enlarge drawing included to show smaller areas of exclusion or inclusion, if applicable?
- Is there a key map for multiple sheets?

### Written geographic description:

- Can the geographic description stand alone?
- Is the description of the project area only?
- Does it include township and range, section number(s) or rancho?
- Is there a point of beginning?
- Are the courses numbered to follow a clockwise direction from the point of beginning?
- Is the total acreage included?
- Does the information on the description match with the map(s)?

For detailed information on map and description requirements, please see Appendix E,  
Mapping Standards.