



Instructions:

1. Provide a clear map of the site boundaries with a scale and north arrow. Preferably use larger and smaller scale maps.
2. Ideally use a relatively recent aerial base map, such as Google Earth. Aerial maps provide roadways and landmark features which other maps may not.
3. Provide coordinates, ideally a common one such as Google Earth has (e.g. degrees, minutes, seconds/degrees, decimal minutes, etc.).
4. If you do not have aerial base maps in your design documents already, it would still be beneficial to roughly outline the site on an aerial image.

Requestor _____ Date: _____

Project Engineer: _____

Email: _____ Phone: _____

Department:

Title:

Project No:

Project Name:

Brief Description of Project and Location (provide coordinates, address, or attach site plans):

Date	Time	Location	Weather	Wind	Temp	Humidity	Pressure	Visibility	Clouds	Precip	Remarks