



GARRETT SURVEYING, LLC

Professional Land Surveyors

SURVEY REQUEST ☐
PROPOSAL REQUEST ☐

Fill, save, and email to Request@GarrettSurvey.com with deed / title commitment / prior survey attached.
This is a request only — fee and scope follow in a written proposal.

1 · REQUESTOR

Who should we call back?

FULL NAME	COMPANY / FIRM
ROLE	EMAIL
OFFICE PHONE	MOBILE PHONE
PREFERRED CONTACT METHOD	REFERENCE / FILE NO.

2 · PROPERTY

Where is the work?

STREET ADDRESS OR LOCATION DESCRIPTION		
CITY / COMMUNITY	STATE	ZIP
COUNTY	CAD / APN / PARCEL ID	
OWNER OF RECORD (IF DIFFERENT FROM REQUESTOR)		
LEGAL DESCRIPTION (LOT / BLOCK, SURVEY / ABSTRACT, ACREAGE — AS KNOWN)		

3 · SURVEY TYPE

Check every service you need

Boundary / Partition	Easement
As-Built / Site Plan	Topographic
Boundary & Improvements	Tree (specify in Notes)
Mortgage / Title	Flood / LOMA Support
ALTA / NSPS Land Title	Elevation Certificate
(Add Table A items below)	Subsurface Utility Locate
Other / Notes:	

4 · PURPOSE AND TIMING

PRIMARY PURPOSE	NEEDED-BY DATE (MM/DD/YYYY)
TIMING	CLOSING / HEARING / START DATE

5 · ACCESS AND SITE CONDITIONS

Helps the crew show up prepared

OCCUPANCY



WHO PROVIDES ACCESS?



GATE CODE, LOCKBOX, OR KEY INSTRUCTIONS

SITE CONDITIONS (CHECK ALL THAT APPLY)

Livestock / Dogs

Tenants / Visitors

Foot Traffic ONLY

Hunting (Provide Contact)

Controlled Access

Safety Coordination

NAME / PHONE NUMBER

ACCESS / MEETING INSTRUCTIONS, SITE SPECIFIC NOTES

6 · SUPPORTING DOCUMENTS

Attach files to the email — this PDF cannot upload

Vesting Deed

Title Commitment

Prior Survey

Plot Plan / Site Plan

Recorded Plat

Deed Restrictions / HOA

Site / Monument Photos

Surveyor's Report

None

7 · RESPONSIBLE PARTY / BILLING INFORMATION

SAME AS REQUESTOR ☐

WHO PAYS?



BILLING NAME

INVOICE EMAIL

BILLING STREET ADDRESS

CITY

STATE

ZIP

8 · NOTES

ADDITIONAL DETAILS / NOTES

9 · AUTHORIZATION

I am the owner or an authorized agent and request a written proposal for the work above.

PRINTED NAME

DATE (MM/DD/YYYY)