

SURVEY REQUEST

Request Form Revised November 18, 2009. Please call our office for an estimate* and time frame.

Date Ordered: _____ **Date Due:** _____ (Date Agreed Upon)
Closing Date: _____ **Survey Estimate*:** _____ + TAX

*Estimate ~ an approximate charge for work to be done. Client will be notified if our estimate changes once work has begun.

Responsible Party's Contact Information:

Ordered by: _____ **Company:** _____
Phone: _____ **Fax:** _____ **Cell:** _____
Address: _____ **City/State:** _____ **Zip:** _____
Email: _____

Terms and Conditions:

This form constitutes a binding contract for services. By completing and signing this form (including electronic signatures), the signer grants permission for the surveyor to enter onto the property described in Property Information for the purpose of surveying services. The Survey Estimate is based on the information given to us by our clients at the time the order was placed. The final invoice will be based on the work that was completed. This may include additional requests by our client or any additional work needed to insure that the survey is done accurately. **THE "RESPONSIBLE PARTY" IS FULLY RESPONSIBLE FOR ALL CHARGES INCURRED FOR THIS SURVEY.** The invoice is due 30 days after invoice date and an 18% interest may be applied if not paid on time. If any action is necessary to enforce payment the signer will be responsible for the amount of the survey plus the cost of lawyer, court and statutory interest. **NO SURVEY WILL BEGIN WITHOUT THE SIGNATURE OF THE "RESPONSIBLE PARTY".** Note: If the "Responsible Party" is an entity, then the survey request must be personally guaranteed by one or more principles.

Signature of "Responsible Party"/ Principle(s)
Or Email Address (Electronic Signature)

Printed Name

Carlomagno Surveying Representative

Printed Name

Property Information:

Survey Address: _____ **City/State:** _____ **Zip:** _____
Subdivision: _____ **Section:** _____ **Phase:** _____
Lot: _____ **Block:** _____ **Acreage:** _____

Please Select Type of Survey Needed:

– As-Built Survey (House/Permanent Structures on Property) – Boundary Survey
 – Lot Survey (empty lot) – Form Survey – Elevation Certificate (FEMA)

Specific Request: _____

Directions to Property: _____

Please attach/include **ALL** contact information for all parties involved with the survey.

Owner/Sellers Name: _____ Phone: _____
Address: _____ City/State: _____ Zip: _____
Email: _____

Buyers Name: _____ Phone: _____
Address: _____ City/State: _____ Zip: _____
Email: _____

Title Company: _____ GF# _____
Pre-Closer: _____ Phone: _____ Fax: _____
Address: _____ City/State: _____ Zip: _____
Email: _____

Mortgage Company: _____
Agent: _____ Phone: _____ Fax: _____
Address: _____ City/State: _____ Zip: _____
Email: _____

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