

Platting Project Checklist

1. Ownership : Individual / Corporation
2. Names of the person signing on the plat : _____

3. Owner's mailing address : _____

4. Reason for plat : _____
(Example: To create 2 lots out of 1 lot; To create 1 reserve out of 2 lots
To create residential lots or a development of a Subdivision;)
5. Name of the Plat or Subdivision : _____
6. Name of the street within the subdivision : _____
7. Is there a Lien holder : Yes / No.
8. Name of the Lien Holder : _____
9. Name of the Person who signs for Lien : _____
10. You have a Final Title Commitment (TC) : Yes / No.
that is less than 30 days old.
11. If answer is 'No' for above
(a) You have to provide us "Nothing
Further Letter" that is less than : I Agree / I do not Agree.
30 days old.
(or)
(b) We can arrange for TC and charge
the actual expenses incurred to you. : I Agree / I do not Agree.

Title company name and contact no. : _____

Signature Date

Printed Name Title

Company name and address: _____

e-mail: _____ Telephone: _____ Fax: _____

N.B: Submit a copy of Title Commitment / Title Deed / Boundary Survey.

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