



## JOB ORDER

Date: \_\_\_\_\_  
 Ordered By: [      ] \_\_\_\_\_  
 Firm: [      ] \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone No. (      ) \_\_\_\_\_  
 Fax No.: (      ) \_\_\_\_\_  
 TMK: \_\_\_\_\_  
 Lot No.: \_\_\_\_\_  
 Subdivision: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 Ahupua'a & District: \_\_\_\_\_

Bill to: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Attn: \_\_\_\_\_  
 Purchase Order No.: \_\_\_\_\_  
 Escrow No. \_\_\_\_\_  
 Seller: \_\_\_\_\_  
 Buyer: \_\_\_\_\_  
 Due Date: (Closing): \_\_\_\_\_  
 Vacant?  House?  How Many? \_\_\_\_\_  
 Clear?  Overgrown?  Other? \_\_\_\_\_  
 Zoning Designation: \_\_\_\_\_

## JOB DESCRIPTION

- C41 / Stakeout boundary corner monuments
- C42 / Stakeout w/**perimeter** encroachment check with map & report
- C42 / Stakeout w/**setback** & encroachment check with map & report
- ALTA Certification  
 Title Company \_\_\_\_\_  
 Table A Options? \_\_\_\_\_  
 Title Report
- Consolidation - Subdivision - Consolidation/Resubdivision  
 Owner: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Subdivider: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Subdivision Application Form  
 Letter of Authorization  
 Transfer Certificate of Title Number \_\_\_\_\_  
 Subd'n Name (Optional)  
 Water Available?       Water Variance?  
 Zoning \_\_\_\_\_       Other \_\_\_\_\_
- Aerial Mapping Control
- Topographic Survey  
 Scale 1"= \_\_\_\_\_ Contour interval? 2' or \_\_\_\_\_  
 Architect/Engineer: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 File Type:      .DXF      .DGN      .DWG
- Boundary Study w/ Map & Description  
 Purpose: \_\_\_\_\_  
 Attorney: \_\_\_\_\_

- Description Only - Purpose: \_\_\_\_\_
- Shoreline Certification  
 Purpose: \_\_\_\_\_
- As-Built Map: Scale: 1" = \_\_\_\_\_  
 Purpose: \_\_\_\_\_
- CPR Plot Plan -- Attorney: \_\_\_\_\_  
 Project Name: \_\_\_\_\_  
 CPR Layout       Units       Apartments
- Flood Elevation Certificate (FEMA/ FIRM)  
 For Insurance Purposes ?  
 For Construction Drawings (Pre-Construction)  
 For Post Construction Certification
- Construction Stakeout(need plans 2 weeks before staking)  
 Contractor: \_\_\_\_\_
- Create Easement(s) --Purpose: \_\_\_\_\_  
 Affecting : \_\_\_\_\_  
 In Favor of: \_\_\_\_\_  
 Attorney: \_\_\_\_\_
- Other :

If other than Ordered by or Billed to:  
 Prepared for: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

COMMENTS: