



## Office of the City Engineer

# Map or Copy Request

### Contact Information:

Name: \_\_\_\_\_ Phone \_\_\_\_\_

Date of Request: \_\_\_/\_\_\_/\_\_\_\*

\*Requests will be filled within one week from the date of request

Requested For: \_\_\_\_\_

### Request:

Item Description: \_\_\_\_\_

This request is for:

Copy of Document     Custom Map\*\*

\*\* Custom maps are subject to labor fees of \$85/hr with a minimum labor time of ½ hour

Choose a Size: (price per sheet)

<input checked="" type="checkbox"/>	Size	Description	Custom Price	Copy Price
<input type="checkbox"/>	Section Map	36" x 45"	\$16.88	\$5.63
<input type="checkbox"/>	Tabloid	11" x 17"	\$1.95	\$0.65
<input type="checkbox"/>	Letter	8.5" x 11"	\$0.97	\$0.32
<input type="checkbox"/>	Arch C	18" x 24"	\$4.50	\$1.50
<input type="checkbox"/>	Arch D	24" x 36"	\$9.00	\$3.00
<input type="checkbox"/>	Arch E	36" x 48"	\$18.00	\$6.00
<input type="checkbox"/>	Oversize	42" x 60"	\$26.25	\$8.75
Available Archive Prints – Copy Only				
<input type="checkbox"/>	Quarter Sect.	36" x 36"	---	\$4.50
<input type="checkbox"/>	Arial	36" x 36"	---	\$4.50

### Delivery Format:

Printed \_\_\_\_\_ # copies     Emailed to \_\_\_\_\_

CD     DVD     FTP to \_\_\_\_\_

Electronic File Format Requested:

PDF     JPG     GIF     TIF

**NOTE:** We provide Quarter Section Maps which include the following information: geographical numbers, lot sizes, and addresses. **All orders in excess of \$100.00 each will require advance deposit of 20% cost of production.**

**DISCLAIMER:** The City of Shreveport assumes no responsibility or legal liability for the accuracy, completeness, reliability, timeliness, or usefulness of any information available on any map. For more up-to-date parcel information visit Caddo Assessor's Office.