**Corner Record checklist**

**In compliance with I.C. 55-16 and**

**IDAPA 24, Title 32, SubChapter D**

**“It is the purpose of this chapter [law] to protect and perpetuate public land survey corners and information concerning the location of such corners by requiring the systematic establishment of monuments and filing of information concerning the marking of the location of such public land survey corners and to allow the systematic location of other property corners, thereby providing for property security and a coherent system of property location and identification; and thereby eliminating the repeated necessity for reestablishment and relocations of such corners once they are established and located.” (55-1602)**

1. \_\_\_\_ Corner Record CPF filed (or recorded) within 90 days of completing any survey unless the corner and its accessories are substantially as described in an existing corner record filed in accordance with the provisions of this chapter **(survey complete when monuments are set).** (55-1604)
2. \_\_\_\_ A CPF shall be filed or recorded for **every** **public land survey corner, center one-quarter (1/4) corner, and accessory to such corner** which is established, reestablished, monumented, remonumented, rehabilitated, perpetuated or used as control in any survey (55-1604)
3. \_\_\_\_ Form for CPF shall be substantially the same as that form available from the Idaho Board of Licensure of Professional Engineers and Professional Land Surveyors. [Ipels.gov/publications]

(IDAPA 24, Title 32, SubChapter D)

1. Minimum Required Contents of CPF (IDAPA 24, Title 32, SubChapter D)

\_\_\_\_ 01. Record of Original Corner and Subsequent History. Information provided in this section includes the name of the original surveyor and the date or dates on which the original survey was performed and a description of the original monument set. The information also includes the history of subsequent remonumentation, including the name(s) of the surveyor(s), the agency or company they represented, the date(s) of the survey(s) and a description of all monuments found or set, including all monuments and accessories that are not shown on previously recorded corner records. Information provided in this section also includes the instrument numbers of all previously recorded corner records, or the filing information if the corner record was not recorded, pertaining to the corner in question.

\_\_\_\_ 02. Description of Corner Evidence Found. Information provided in this section includes a description of any evidence found relating to the original corner. If no evidence of the original corner is found, evidence of a subsequent remonumentation shall be indicated on the form.

\_\_\_\_ 03. Description and Sketch [of the location] of Monument and Accessories Found or Established to Perpetuate the Location of this Corner. Information provided in this section includes a description and a sketch of the [location of the] monument and accessories found or placed in the current survey as well as the date the work was performed and the true or assumed magnetic declination at the time of the survey if magnetic bearings are used. If magnetic bearings are not used, the professional land surveyor shall indicate the basis of bearing to accessories.

 \_\_\_\_ 04. Surveyor's Certificate. Include a print of the surveyor's name, the license number issued by the Board, and the name of the employer for whom the surveyor is working.

\_\_\_\_ 05. Seal, Signature, Date. Include an imprint of the surveyor’s professional land surveyor seal, which is signed and dated by the surveyor. (or, in the case of an agency of the United States government, the certificate may be signed by the survey party chief making the survey. 55-1609)

\_\_\_\_ 06. Marks on Monument Found or Set. Include a sketch or legible image of the marks found or placed on the monument, if applicable.

\_\_\_\_ 07. Diagram. Include clear marks on the section diagram the location of the monument found or being established or reestablished in the survey.

\_\_\_\_ 08. Location. State the county, section, township, range and the monument location being established or reestablished or found in the survey. (Be sure to check with county on cross-index numbering system – e.g. Power County)

1. \_\_\_\_ Meta data required to be shown when coordinates in the Idaho coordinate system are shown on the CPF (55-1907)
2. \_\_\_\_ Surveyor must remonument any found nonmagnetically detectable monuments. (54-1227)
3. \_\_\_\_ The professional land surveyor must also recover, establish, or rehabilitate a minimum of three (3) accessories to such corner where practicable. Where the professional land surveyor determines accessories are impracticable, an explanation shall be included on the corner record. (55-1608(1))
4. \_\_\_\_ **Any monument** set shall conform to the provisions of section 54-1227, Idaho Code, and shall be surmounted with a cap of such material and size that can be permanently and legibly marked as prescribed by the manual of surveying instructions issued by the United States department of the interior, bureau of land management, including the license number of the professional land surveyor responsible for placing the monument. (55-1608(2))
5. \_\_\_\_Closing corners that are materially off line shall be monumented and have a CPF filed on the corner. If found, the original closing corner monument position must be remonumented as an amended monument and shown on the CPF. (55-1608(3))

Special Notes:

Client – Project No. –

Cross Index No. – Surveyor Review –