



# ONTARIO COUNTY Information Services Department

70 Ontario Street  
Canandaigua, NY 14424

**PAYMENT MUST BE SUBMITTED BEFORE MAP PREPARATION BEGINS!**

## GIS PROGRAM – MAP REQUEST FORM

**AFFILIATION:**

Government Agency (Federal, State, County, Local)  
Non-Profit  
Educational Institution  
Private (Company or Individual)

Turnaround time for map completion is typically one week from receipt of the request, but this may vary depending on complexity of the map and staff availability.

**CONTACT INFORMATION:**

Name:  
Address:  
Phone:  
Email:

**DELIVERY METHOD:**

Pickup      Postal Mail      Email

**MAP DETAILS:**

**Geographic Area** (e.g. Town of Victor; Ontario County; particular parcel)

**Map Scale** (e.g. 1"=500'; 1:24000):      NO      YES - If yes, please indicate:

**Layers Needed**

Parcels      Roads      Political Boundaries      Aerial Photography  
Other (please list):

**Paper Size(s)** – dimensions in inches

SIZE	# COPIES	PRINT COST PER MAP
8½ X 11		\$1.50
11 x 17		\$2.25
17 X 22		\$3.25
22 X 34		\$4.50
34 X 44		\$6.50
Custom Size:		(cost is \$2/square foot)

**SPECIAL INSTRUCTIONS:**

**FEE (to be filled out by the GIS Program Staff):**

Revenue Code: A1683R2180

ITEM	COST
Map Preparation (\$50.25/hour)	
Printing	
CD	
Shipping and Handling	
<b>TOTAL:</b>	

PAYMENT:      CASH      CHECK      MONEY ORDER      Waived

DATE REQUESTED:

DATE COMPLETED: