

Government of the District of Columbia
DEPARTMENT OF CONSUMER AND REGULATORY AFFAIRS



OFFICE OF THE SURVEYOR
Request for a Building Plat

Date: _____

Name (Print): _____

Daytime Phone: (_____) _____ - _____

Square: _____ Lot(s): _____

Delivery Method – Please Choose One:

*\$55.00 - Regular - Pick-up in Person within 3-5 business days

*\$82.50 - Expedited – Pickup after 2 p.m. the next business day
Customer must return paid receipt no later than 3 p.m. to receive plat after 2 p.m. next business day.

*\$60.50 – Sent via E-mail within 3-5 business days

*\$88.00 – Expedited sent via E-mail by 2 p.m. the next business day
Customer must return paid receipt no later than 3 p.m. to receive plat after 2 p.m. next business day.

***Email Address: _____

***You must have CADD compatible software to use emailed copy of the plat. You must be able to print the plat on 11 x 17 inch paper. Emailed plats are not official until returned for signature by the D.C. Surveyor.

The Surveyor's Office must have the Square and Lot Numbers, which are listed on the deed, to complete all orders. The Surveyor's Office strongly recommends that you check your deed. The Surveyor's Office is not responsible for incorrect information provided on this order form.

*FEES LISTED ARE BASE FEES FOR USUAL SHAPED LOTS. ADDITIONAL FEES MAY BE APPLIED TO LARGER OR UNUSAL SHAPED LOTS.

Note: You must have your invoice or invoice number when picking up your plat in person.
No Exceptions.