

Checklist, Signature and Date (Required)

If the submitted application is not complete, it will not be processed. As such, please take a few minutes to review your application prior to submitting to SHPO. The checklist below is required and intended to assist the applicant with review prior to submission. Taking a few minutes to make sure the items in the checklist are included in the application will hopefully decrease any processing delays.

As the Applicant, I have reviewed the permit application prior to submitting to SHPO and can attest that it contains:

One listed applicant

The appropriate Township(s), Range(s) and Section(s)

A USGS 7.5 minute map(s) depicting the location of the proposed investigations

The required letters (landowner permission, funding, curation) as applicable

The appropriate local planning department (City or County)

Excavation methods (in the Research Design) that include (at a minimum):

The maximum number and size of excavation units or probes

The excavation levels (e.g., 10 cm arbitrary)

The screen size

A description of unit/probe termination (e.g., 50 cm and two sterile levels, bedrock, etc.)

A research design consistent with [OAR 736-051-0080\(C\)](#) and the [SHPO Research Design](#)

A landowner letter (as applicable) regarding disposition of artifacts that correlates to the Permanent Curatorial Facility section in the application

Surface collection methods (as applicable)

I further attest that I or one of the Qualified Archaeologists listed in the application will be in the field at all times during the course of the permitted investigation;

and that I have read and understand the process outlined in the [Tribal Position Paper on Human Remains](#)

I understand that if submitted electronically, I will use arch.permits@oregon.gov and not SHPO staff emails (including CC, BCC or Forward);

and that SHPO processing of an archaeological permit application does not constitute project or undertaking consultation nor indicate SHPO approval for a project or undertaking.

Applicant:

Signature:

Date: