

**Sullivan County**  
**Division of Planning and Environmental Management**  
 Dr. William J. Pammer, Jr., Ph.D., Commissioner



Sullivan County Government Center  
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 Internet Address: <http://co.sullivan.ny.us>

GIS Mapping Program

**MAP REQUEST FORM**

Paper Maps and  
 Electronic (PDF/JPEG) Maps

Applicant Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Organization/Agency/Department \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_

**Section A - CUSTOM MAPS** (see Section B to order Ready-Made Reference Maps)

Public requests for custom maps generally take at least 1–3 weeks to complete. We cannot accommodate rush orders. Government projects have priority.

Pre-payment is required. Consult with GIS technical staff for labor estimate. **Labor is billed at \$50.00 per hour, in 1/4-hour increments.** GIS technicians can explain the types of data available, and offer suggestions as to the most effective display, size, etc.

**Choose the Geographical Area**

Please be specific. Examples: “entire Town of Liberty,” or “parcel 38.B-4-36.6 in the Village of Liberty,” or “a 5-mile radius around the center of Hurleyville,” etc.

Write the area here:

**Choose Data Layers** (If you require layers not listed below, please indicate in the notes section.)

<input type="checkbox"/>	Aerial Imagery (2001 or 2004)	<input type="checkbox"/>	NYS DEC Wetlands
<input type="checkbox"/>	Agricultural District	<input type="checkbox"/>	Parcel Boundary
<input type="checkbox"/>	Census Tract (2000, 2003, 2005)	<input type="checkbox"/>	Parks (State & Municipal)
<input type="checkbox"/>	Election District	<input type="checkbox"/>	School District
<input type="checkbox"/>	Elevation Contours (20-foot)	<input type="checkbox"/>	Soils
<input type="checkbox"/>	FEMA Floodplains (100 & 500 Year)	<input type="checkbox"/>	Streams
<input type="checkbox"/>	Hamlets	<input type="checkbox"/>	Streets
<input type="checkbox"/>	Lakes & Reservoirs	<input type="checkbox"/>	Watershed Boundary (HUC 8 or HUC 11)
<input type="checkbox"/>	Legislative District	<input type="checkbox"/>	Zip Code Boundary
<input type="checkbox"/>	Municipal Boundary	<input type="checkbox"/>	Zoning District

**Size & Printing Charge      Copies**

<input type="checkbox"/>	8.5" x 11"	\$3.00	<input type="checkbox"/>
<input type="checkbox"/>	11" x 17"	\$5.00	<input type="checkbox"/>
<input type="checkbox"/>	18" x 24"	\$15.00	<input type="checkbox"/>
<input type="checkbox"/>	22" x 34"	\$20.00	<input type="checkbox"/>
<input type="checkbox"/>	36" x 36" (max)	\$25.00	<input type="checkbox"/>

**Notes** (Additional layers, title, scale, inset, & etc.)

\_\_\_\_\_

**Section B – READY-MADE MAPS** (Refer to Size & Printing Charge Chart for fees)

Ready-made reference maps are available from:

- **Our website:** Free downloads at [co.sullivan.ny.us](http://co.sullivan.ny.us), at the Planning department pages.
- **Email:** Certain existing maps can be emailed to you *free of charge* in pdf and/or jpeg format. (Note: Modifications to a map will require a custom map order—see Section “A”.)
- **Our front counter or mail/pickup:** Stock is limited; call ahead for availability and for available sizes. Ready-made maps may include **Agricultural Districts (Dist. 1/Dist. 4/both), Legislative Districts, School Districts, Zip Codes, and Zoning.** We also carry **USGS** and **NYSDOT topographic maps, wetlands maps, and JIMAPCO street maps.** You may also **view flood maps and historical 1968 aerial photos**—an appointment is advisable.

**CUSTOM and READY-MADE MAPS**

**ORDER INFORMATION (Please fill in your contact info on other side)**

Map Request No. (supplied by office): \_\_\_\_\_

Date Ordered: \_\_\_\_\_ Completion Date Requested: \_\_\_\_\_

Delivery Information: Pick Up / Mail / Email / PDF / JPG / Other (*Please specify*): \_\_\_\_\_

Est. labor (hrs.) _____ x \$50.00 <i>Call GIS Technicians for labor estimate.</i>	
Printing (see chart, previous page)	
Media (\$1 per CD-R disk)	
Postage & Handling (\$3 min. for U.S. Mail)	
TOTAL	\$

**Cash or check only.**

**Make checks payable to: Sullivan County Treasurer**

**Custom Map Pricing & Limitations Agreement**

Applicant agrees to pre-pay estimated fee for custom map determined by hourly rate of **\$50.00/hr.** Applicant has right to request minor revisions upon receipt of custom map(s), however any changes requested above what the GIS technician and/or coordinator deem as minor may constitute additional “revision charges.” Said charge would require equal to or greater than one-quarter hour (1/4 hour) time to execute requested revision(s). Please be advised, while we will attempt to meet your timetable for map production, project completion time is determined by the GIS staff and depends on their existing workload and scheduling. By signing below applicant accepts this policy.

Customer Signature: \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Disclaimer Agreement**

Sullivan County makes no representations and provides no warranties, expressed or implied, concerning the accuracy, completeness, or suitability of this map for any particular purpose, and/or for title infringement, and assumes no liability for the use or misuse of such data. By signing below applicant accepts this policy.

Customer Signature: \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Any unauthorized duplication or distribution of maps is strictly prohibited.**