



DIGITAL MAP SUBMITTAL AND REVIEW

Below is the procedure for digital submittal of Records of Survey and Corner Records for review.

1. Submit a complete map submittal package including closure calculations and deeds to PW.MAPS@CO.SLO.CA.US
2. Our staff will assign an RS or CR number to the map and email that number to you.
3. Once you receive the number, go to this website:
<https://paydirect.link2gov.com/SLOCPublicWorksVT/ItemSelection/SelectItems>
4. In the "Account Number" field, enter the assigned map number. (RS 22-XXX or CR 22-XXX)
5. Enter your name.
6. In the "Payment Description" field, enter "Map Fee."
7. Enter the fee—\$ 455.00 for a one-sheet Record of Survey: \$17.00 for a Corner Record.
8. Select "Continue"
9. Cancel the pop-up.
10. Complete the credit card and billing information.
11. Select "Continue"
12. A receipt will be emailed to the email address that you entered. Please forward the receipt to us at PW.MAPS@CO.SLO.CA.US.
13. When the map has been reviewed, we will email our redline comments and checklist to you.
14. When originals Mylars are called for, they can be mailed or sent via delivery service to:
County Surveyor
Room 207
976 Osos Street
San Luis Obispo, CA 93408
15. Final Corner Records may now also be submitted digitally. Please email a signed, sealed PDF to PW.MAPS@CO.SLO.CA.US for filing.

Please feel free to give me a call or email me if you have any questions or comments.

Thank you,

A handwritten signature in blue ink, appearing to read "Edward M. Reading".

Phone: 781-5265

Edward M. Reading, PLS
County Surveyor