



INSTRUCTIONS FOR COMPLETING THE COMPLETION REPORT TO REMOVE OR DESTROY A SURVEY MONUMENT PER [WAC 332-120-070](#)

- All re-set monuments **MUST** comply with RCW 58.09, The Manual of Survey Instructions as applicable, and **local county or city standards**.
- A Completion Report together with its corresponding *Application And Permit To Remove Or Destroy A Survey Monument*, **MAY** be recorded with the appropriate County Auditor but is **NOT** required.

PERMIT NO.

- Enter the permit number from the application and permit form.

DATE COMPLETED

- Enter date that the monument was reset or was deemed to no longer be threatened by construction activities.

PROJECT INDEXING

- Provide indexing information (Township, Range, Section, Quarter [**not** 1/16th]). This information will help as a check in case the Permit No. is erroneously entered.

SELECT THE APPLICABLE BOX

- Select the box corresponding to one of the following cases:
 - The monument referenced in the application form has not been disturbed and the original monument is in its original position.
 - The monument referenced in the application form has been reestablished in accordance with the application form. Specific monument description is shown below or on attachments.
 - The monument referenced in the application form has NOT been reestablished in accordance with the plan shown on the application form but is shown on the attached sketch. Specific monument description is shown below or on attachments.

MONUMENT DESCRIPTION

- Fill in the appropriate information in the boxes provided.
- Describe any markings on the monument, such as, PLSS markings, road station, PLS license number, any accessories or other pertinent information in the area provided. A close-up color photo of the monument may be entered here as well.
- Any additional pertinent information.
- **For Permits with multiple monuments, descriptions MUST be shown in the “Comments” section or on attachments. Work MUST be completed on ALL MONUMENTS prior to submitting a Completion Report.**

ATTACHMENTS

- Please attach any additional documentation, narrative, sketch, or photo that would aid in the intelligent interpretation of the work accomplished.

SURVEYOR’S SEAL

- The Licensed Surveyor must stamp (seal) and sign, in the area designated **(on the first page only)** and enter the date in the box below the stamp. Please note that the boxed area for the seal is set up to accept an electronic insert in several different file formats.

