

**CITY OF MISSION VIEJO  
TRACT/PARCEL MAP SUBMITTAL SHEET**

TRACT/PARCEL MAP NO.: \_\_\_\_\_

LOTS: \_\_\_\_\_

TENTATIVE TRACT/PM NO.: \_\_\_\_\_

SUBMITTED BY: \_\_\_\_\_

COMPANY: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

LOG NO.: \_\_\_\_\_

EOT: \_\_\_\_\_

CHECKED BY: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

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**THE FOLLOWING ITEMS MUST ACCOMPANY EACH SUBMITTAL:**

**FIRST CHECK**

- 4 Sets of bluelines (must be signed)
- 2 Copies of current title report
- Full set of boundary and lot closures
- 2 Approved tentative maps
- 2 Signed conditions of approval
- 2 Approved street name documents
- Complete documentation (deeds, record maps, easements)
- Map check deposit of \$8,000  
Receipt # \_\_\_\_\_

**SUBSEQUENT CHECKS**

- 3 Sets of bluelines
- 1 Previous check print
- All waiver letters required by §66436

**FINAL SUBMITTAL FOR CITY APPROVAL**

- \_\_\_\_ Originals
- 4 Bluelines (folded)
- Final Title Report
- Checklist of conditions
- 3 Sets of bonds and agreements
- Payment of map check fees

**REQUIRED MAPS AFTER RECORDED**

- Duplicate Mylar set of recorded map
- 2 CDs containing TIFF-format, 300-dpi files placed in separate envelopes for the City's files