

# LLD Acreage Report

**Menu Option:** Pub LLD Acreage Report

**Purpose:** This report provides a listing of the total section acreage for specific land descriptions within LLD and displays the admin state, geo state, meridian, township, range, and section, survey type, survey number, survey suffix, subdivision, survey note and acreage.

**Selection Criteria:** The criteria input for the report is found in the Public Legal Land Description Reports menu grouping from the Reporting Application

The required criteria include administrative state and either Meridian/Township/Range code or Meridian/Township/Range/Section code.

Geographic state is an optional criterion that can be used to produce the report.

## Procedure:

1. Select **Pub LLD Acreage Report** from the reporting menu.

The screenshot shows the 'PUB LLD ACREAGE REPORT (LR2000 PUBLIC REPORTS)' interface. It prompts the user to 'Please Choose Which Criteria You Would Like to Filter On'. Under 'MANDATORY CRITERIA', the 'Admin State \*1' checkbox is checked. Below this, a section titled 'MUST CHOOSE ONE AND ONLY ONE OF THE FOLLOWING CRITERIAS' contains two options: 'Mer Twp Rng \*2' and 'MTRS \*2', both of which are unchecked. A section titled 'CHOOSE ANY OF THE FOLLOWING CRITERIAS' contains the 'Geo State' checkbox, which is also unchecked. A 'Select Criteria' button is located at the bottom of the form.

2. Click to place a checkmark by the Mer Twp Rng or MTRS criterion.

If you want all the sections for a township, click **Mer Twp Rng**. If you want only a section or specific sections within a township, click **MTRS**.

3. Place a checkmark by Geo State to narrow down the state search.

4. Click **Select Criteria** to specify search criteria values.

The screenshot shows the 'PUB LLD ACREAGE REPORT (LR2000 PUBLIC REPORTS)' interface with the prompt 'Please Set the Limits You Would Like to Filter On'. It features a navigation bar at the top with links for 'Return to Application Menu', 'Return to Report Menu', and 'Return to Criteria Selection'. Under 'MANDATORY CRITERIA', the 'Admin State' and 'Mer Twp Rng' fields each have a 'Set' button. Below this, the 'OPTIONAL QUERY PARAMETERS' section includes the 'Geo State' field with a 'Set' button. At the bottom, there are 'Reset' and 'Run Report' buttons.

**Note:** To change criteria selection, click Return to Criteria Selection.

**Identify the Required Information:**

5. Click **Set** for **Admin State** to specify the state in which the legal land description is located. Type the two-letter state code in the edit field or select it from the list.
6. Click **Set** for **Mer Twp Rng** or **MTRS**. There are two options for entering legal land descriptions. Option 1 is the easiest method to use.

MTRS Format:  
06 0010S 0980W 001

Meridian: 06 - 6TH PM

Township: 1 Fraction: Any Direction: North

Range: 1 Fraction: Any Direction: East

Section: 1

Add to MTR List Clear Above Values

08 0010N 0010E 001 (Option 2)

06 0010N 0010E 001

Select All Remove

Run Report Reset

**Option 1 for Setting: Mer Twp Rng or MTRS.**

Click on the arrow next to meridian and select the meridian.

Click in Township and enter the township number.

Click on the arrow for Direction and select North or South

Click on Range and enter the range number.

Click on the arrow for Direction and select East or West.

Click on Section and enter the section number.

Click on the ADD To MTR List.

You can add more townships and ranges or sections by double clicking in the appropriate field, typing in the new description, and clicking on the ADD to MTR List button.

If you need to enter a 1/2 township use the fraction button next to township. If you need to select a duplicate township use the fraction button next to range to select Dup A or Dup B.

**Option 2 for Setting Mer Twp Rng or MTRS.**

Click in the field next to the green check mark and enter your description as shown below. Once you have entered the data, click on the green check mark.

**MTR** must be entered as:

2 digits for Meridian Space 5 digits for Township Space 5 digits for Range.  
For example to enter T1N, R1E in Idaho, you would enter 08 0010N 0010E.

**MTRS** must be entered as:

2 digits for Meridian Space 5 digits for Township Space 5 digits for Range Space 3 digits for section. For example to enter T1N, R1E, section 1, in Idaho, you would enter 08 0010N 0010E 001.

**ALWAYS USE UPPERCASE LETTERS AS THIS IS HOW THE DATA IS STORED. IF YOU USE LOWERCASE LETTERS, YOU WILL NOT GET ANY DATA RETURNED.**

***Identify the Optional Information:***

7. Click **Set** for **Geo State** to specify the geographic state within the administrative state.

If an Admin State has been selected, only the geo states associated with the admin state appear in the Geo State selection box. If the Admin State has not been selected yet, all states appear in the selection box.

**For Example:** if you select MT as the Admin State, then you will get all the information for Montana, North Dakota and South Dakota. If you only want the information for North Dakota, you will also set criteria for Geo State and select ND.

***Process Report:***

8. After selecting all criteria, click **Run Report**.
9. Click **OK** to confirm the report criteria.

If all required criteria have not been identified, a message specifies the criteria that must be set. Click OK, identify criteria values and run the report again.

An hourglass will appear. When processing has completed, the **Legal Land Desc - Acreage** report frame appears.

Run Time: 10:32 AM

DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
LLD ACREAGE REPORT

Run Date: 03/31/2005  
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Admin State: ID  
Geo State: ID

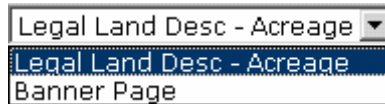
MTR: 08 0010N 0010E  
Section: 001

Sur Type	Sur No	Lld Suff	NE	NW	SW	SE	Sur Note	Dup Flg	Sub Surf	Acreage
			NNSS	NNSS	NNSS	NNSS				
			<u>EWVE</u>	<u>EWVE</u>	<u>EWVE</u>	<u>EWVE</u>				
A			--XX	--XX	XXXX	XXXX				480.000
L	1		X---	----	----	----				40.200
L	2		-X--	----	----	----				40.400
L	3		----	X---	----	----				40.600
L	4		----	-X--	----	----				40.800
<b>Section 001 Total:</b>										<b>642.000</b>

Section: 002


Sur Type	Sur No	Lld Suff	NE	NW	SW	SE	Sur Note	Dup Flg	Sub Surf	Acreage
			NNSS	NNSS	NNSS	NNSS				
			<u>EWVE</u>	<u>EWVE</u>	<u>EWVE</u>	<u>EWVE</u>				
A			--XX	--XX	XXXX	XXXX				480.000
L	1		X---	----	----	----				40.800
.	.		-							0.000

To switch between the report and banner page, select from the drop-down list on the tool bar above the report.



**Print Report:**

To print the report, the report must first be converted into a pdf. Printing from the original display of the report will just print the information displayed in the report window.

1. Click the  (pdf) icon on the tool bar.

The system converts the information to Adobe Reader format, showing an hour glass while the conversion is processing.

2. When the pdf displays, click the printer icon or select File > Print.