

**USDI, BUREAU OF LAND MANAGEMENT
Oregon State Office
LAND STATUS REQUEST SHEET**

***THIS FORM MUST BE RETAINED
IN THE OFFICIAL CASE FILE***

Date: _____

To: TITLE AND RECORDS GROUP (OR-958)

From: _____
(Name & Office)

Telephone No.: _____

Email: _____

CASE FILE:

Serial Number: _____

Case File **G is not G is** Attached

Case Type: _____

ACTION:

G Request for notation to land status records:

G new or recent action *(explain below)*

G previous action *(explain below)*

G correct an error *(explain below)*

G Request for removal of notation from
land status records *(explain below)*

G Request for land status research:

G verification *(explain below)*

G conflicting status *(explain below)*

G Other *(explain below)*

Explanation: _____

Township: _____ N S Range: _____ E W **G** Legal Description is
 Township: _____ N S Range: _____ E W lengthy--see attached.
 Township: _____ N S Range: _____ E W

Legal Description: _____

G Digital Map Available: Projection _____ Units _____ Format (.e00, dwg, etc) _____

Steps: (initial and date)

1. _____ **Land Tenure Team**
 Withdrawals Team
 Minerals Team
 (prepare/review this request)
2. _____ **Docket**
 - log in case file;
 - assign serial number; and/or
 - input initial data into LR2K.
3. _____ **Cartographic Technician**
 - (note plats/HI.)
4. _____ **Land Tenure Team**
 Withdrawals Team
 Minerals Team
 (quality check plats/HI)
5. _____ **Cartographic Technician**
 - (film plats, etc.)
6. _____ **Land Tenure Team**
 Withdrawals Team
 Minerals Team
 (Final quality check, i.e. SRP's
 and/or return form to district/office)
7. _____ **Docket, if case file is attached**
 (return case file to district)

TO BE COMPLETED BY TITLE & RECORDS GROUP:

MTP____ HI____ CDI____ Date-Name:_____

QC'd - Date-Name:_____

SEGREGATION ACTIONS - RECORDS WERE NOTED ON:_____

cc: OR957 - OR957.3

Attachment 1