

TRACT NUMBER

**County of Santa Clara
Office of the County Surveyor
70 W Hedding St., 7th Floor East Wing
San Jose, CA 95110
408-299-5730**

See Instruction Below

1. Location of Tract		2. Proposed Tract Name	
3. Number of Lots & Units	4. Approximate Acreage	5. Date of Planning Commission Approval of Tentative Map	
6. Owner's Name		7. Owner's Address	
8. Surveyor's Name		9. Surveyor's Address and Phone Number	
10. Is the Proposed tract in an Incorporated City? <input type="checkbox"/> Yes <input type="checkbox"/> No	11. Is the Tract Proposed for Annexation? <input type="checkbox"/> Yes <input type="checkbox"/> No	12. If the Answer to 10 or 11 is Yes, What City?	
13. Remarks:			
INSTRUCTIONS FOR COMPLETING TRACT NUMBER REQUEST FORM: 1. Existing frontage and intersection adjacent streets or reference to existing tract limits. 2. If unknown, so state. Name must be provided prior to recordation if name is to be used. 3. Self Explanatory. 4. Approximate acreage of the total of all the parcels being subdivided excluding remainders. 5. The Tract Number will be issued only after the Tentative Map has been approved by the Planning Commission. 6. Though 12. Self Explanatory. 13. For Additional comments by private surveyor.			
NOTES: 1. Enclose copy or pdf of approved Tentative Map . 2. The form shall be filled out and a copy retained. 3. All other copies must be forwarded to Office of the County Surveyor, 70 W. Hedding St., San Jose, CA 95110 4. Tract Number is automatically void if not used within one year from the date of issue and request in writing for renewal has not been received. 5. A request form renewal shall be in writing and shall include the date of the re-approval or extension and the length of time for extension. 6. The assigned number is not transferable, except upon written re-application. 7. Enclose \$ Issuance Fee.			
TRACT NUMBER ASSIGNED:		Transaction No.:	
REQUEST COMPLETED BY	Date		

CC: Office of the County Surveyor
Owner's Engineer/Surveyor
City Engineer
Planning Commission