



Easement Checklist

1. Developer
2. Developer's Attorney
3. Developer's Engineer
4. Title Work/Commitment/Abstract
5. Copy of Easement/Deed
6. Map/Sketch depicting easement or deed (conveyance)
7. Deeded Property/Environmental Audit Report
8. Purpose of Easement/ Water? Sewer? Electric? All?
9. What gives signatory right to convey easement or deed? Corporate Resolution
10. Easement/Deed signed by two witnesses and notarized (notary can be a witness)
11. Preparer of Document
12. Design
13. CTQ-Time

If possible, please provide a brief overview of the project in the space provided below.

Notes: _____
