



2505 Johnson Drive  
 Suite C  
 Cumming, GA 30040  
 (O) 470-297-5592  
 (C) 678-283-8764  
[nathan@mccluresurveying.com](mailto:nathan@mccluresurveying.com)  
[www.mccluresurveying.com](http://www.mccluresurveying.com)

Office use:  
 Job #: \_\_\_\_\_  
 Estimate: \_\_\_\_\_  
 Due date: \_\_\_\_\_  
 Inv. #: \_\_\_\_\_

Page \_\_\_ of \_\_\_

**Construction Staking Order Form**

**To be filled in by Contractor - Include Sketch if Necessary**

**Project:** \_\_\_\_\_

Priority	Type of Staking Curb,Storm,SS,Building, etc	Stake are		Location (Line, Road, Building, etc)	Date Ready for stakes	Staking limits		Offset	Grades to (T/C, FFE, etc)
		Original	Reset			Station to Station			

Comments: \_\_\_\_\_

INSTRUCTIONS: PLEASE SUBMIT THIS REQUEST FOR STAKING AS EARLY AS POSSIBLE. PLEASE ALLOW A MINIMUM OF 48 HOURS OR TWO (2) WORKING DAYS FOR OFFICE PREPARATION, CALCULATIONS, AND SCHEDULING. RECEIPT OF THIS REQUEST DOES NOT GUARANTEE YOUR SCHEDULE, ALL SCHEDULING OF CREWS MUST BE CONFIRMED WITH McCLURE SURVEYING, INC. IT IS THE POLICY OF McCLURE SURVEYING, INC. TO ACCOMMODATE THE CLIENT AND CONTRACTOR TO THE BEST OF OUR ABILITY. IF POSSIBLE, SHORTER NOTICE MAY BE ACCOMMODATED BUT NOT GUARANTEED BY THIS DOCUMENT OR ANY OTHER FORM OF COMMITMENT UNLESS STATED IN WRITING AND AGREED UPON BY McCLURE SURVEYING, INC. AND THE CLINET/CONTRACTOR. PLEASE PLAN AHEAD AS MUCH AS POSSIBLE. PROPER COMPLETION OF THIS FORM IS NECESSARY IN ORDER TO MEET THE REQUIRED RESPONSE TIME, AND TO INSURE SMOOTH OPERATIONS FOR ALL PARTIES.

**A DEPOSIT, NOT TO EXCEED 50% OF ESTIMATE PRICE, MAY BE REQUIRED BEFORE COMMENCEMENT OF WORK.**

Requested by: \_\_\_\_\_ (Contractor) Phone: \_\_\_\_\_

Signature to confirm order: \_\_\_\_\_ Date: \_\_\_\_\_