

LOCATION

1:25,000 map name and number for Place location _____

Primary Grid
Coordinates:*

Easting

Northing

* Coordinates **must** be presented
using MGA/ GDA 94 datum

Zone 54 55

Specify how coordinates were derived:

- GPS (specify type): Uncorrected Differential RTK
- Direct survey using survey marks Surveyor's report
- Reference points (specify): Triangulation Trilateration
- Map Sheet Reading
 - 1:25,000 map sheet _____ 1:100,000 map sheet _____
 - 1:30,000 map sheet _____ Other (specify) _____
- Estimated accuracy of grid coordinate +/- _____ Metres

Additional map/s: _____

Air photo: _____

LAND TENURE

Land Status:

- Crown Private

- Allotment, Section, Plan #, _____
Parish (Mandatory) _____
- Volume/ Folio _____
- Property address _____

Tenure type:

- Commonwealth Company
- State government Individual
- Parks Victoria Catchment/Water Authority (specify) _____
- Local government Other (specify) _____
- Road reserve

Land owner/manager

Name _____

Address _____

(Not PO Box) _____ Telephone # _____

State _____ Postcode _____ Email: _____

Information from land owner/manager about the site (if any)

ACCESS

Access Requirements

- 4WD required
- 4WD required if wet
- >30 minute walk from nearest road
- Accessible with non-4WD vehicle
- Other _____
- No difficulties

Access Restrictions

- Contact Registered Aboriginal Party
- Contact Aboriginal community
- Contact owner
- Contact land manager
- Guide required
- Guide desirable
- Other _____
- No restrictions known

LOCATION MAP

(Copy of 1:25,000 or 1:30,000 map, fully labeled, with primary reference point clearly marked as a cross)



Map Prompts

All Maps and Plans should include:

- Mark the location of the primary grid coordinates to locate Place (shown as a distinctive cross);
- Scale;
- North arrow oriented to top of page;
- Clearly identify and name features, roads, rivers etc. by labels on the map and/or by the use of symbols and the legend box;
- Use colour and use standard cartographic colour conventions;
- All symbols should be easily distinguishable on the map/plan against the background.

Place Location Map

- Insert annotated copy of a 1: 25, 000 or 1:30,000 topographic map;
- Mark survey marks or other permanent features used as reference points;
- Nearest named place;
- Show activity area;
- Show the allotment and section number and boundary of the property;
- Survey area outline;

Place Context Plan

- Show the Place extent as an outlined area (without any internal shading or fill);
- Show the allotment / parcel numbers and boundary of the property;
- Indicate the bearing and/or distance to at least 3 reference marks (this may be included in the space provided below the plan instead of on the plan itself);

Place Extent Plan

- Show the Place extent as an outlined area (without any internal shading or fill);
- Draw accurately to scale;
- Draw at a sufficiently large scale to show close-up details of the full Place extent (and features within and adjacent to it);
- Show excavated areas or areas of site visibility..

Topographic map used for Location Plan : 1:25,000 Number: _____
 1:30,000 : Name: _____

DESCRIBE HOW TO REVISIT THE PLACE

(Start at known point - eg nearest town)

DESCRIBE THE PLACE LOCATION

Add additional pages as appropriate).
 Number of pages added.

List additional information included. _____

ENVIRONMENTAL SETTING**Landforms**
 Inland (>1km from present coast) Coastal (<1km from present coast)
Land Systems - Altitude (elevation)
 Alpine (>1500m) Foothill (300-<900m)
 Sub-alpine (1200 - 1500m) Lowland (0 - <300m)
 Montane (900 - < 1200m)
Land Systems - Climatic Zones
 Alpine Cool Maritime Warm
 Sub-alpine Frost Hollow Semi-arid Temperate
Place Setting Slope
 Level/ Flat Ground (<0.5°) Steep (19° - 30°)
 Very Gently Inclined (0.5° - 1.5°) Very Steep (31° - 45°)
 Gently Inclined (1.6° - 5.5°) Precipitous (46° - 72°)
 Moderately Inclined (5.6° - 18°) Cliff (>72°)

 Lower slope Middle slope
 Upper slope Crest

Aspect _____° - _____°

Locality Environment Landform

<input type="checkbox"/> Alluvial Terrace	<input type="checkbox"/> Creekline	<input type="checkbox"/> Floodway	<input type="checkbox"/> Lake	<input type="checkbox"/> Playa	<input type="checkbox"/> Slope	<input type="checkbox"/> Swamp
<input type="checkbox"/> Berm	<input type="checkbox"/> Depression	<input type="checkbox"/> Floodway Pond	<input type="checkbox"/> Lake-bed	<input type="checkbox"/> Ridge	<input type="checkbox"/> Snow Patch	<input type="checkbox"/> Table-land
<input type="checkbox"/> Billabong	<input type="checkbox"/> Drainage-line	<input type="checkbox"/> Gallery	<input type="checkbox"/> Lagoon	<input type="checkbox"/> Riparian	<input type="checkbox"/> Soak	<input type="checkbox"/> Valley
<input type="checkbox"/> Blocked Coastal	<input type="checkbox"/> Dune	<input type="checkbox"/> Gilgai	<input type="checkbox"/> Lava Plain	<input type="checkbox"/> Rise	<input type="checkbox"/> Spray Zone	<input type="checkbox"/> Verge
<input type="checkbox"/> Stream	<input type="checkbox"/> Escarpment	<input type="checkbox"/> Gypseous Plains	<input type="checkbox"/> Low Rises	<input type="checkbox"/> Riverine	<input type="checkbox"/> Spring	<input type="checkbox"/> Wetland
<input type="checkbox"/> Bog/Mossbed	<input type="checkbox"/> Estruaine	<input type="checkbox"/> Gully	<input type="checkbox"/> Lunette	<input type="checkbox"/> Rocky Outcrop	<input type="checkbox"/> Stoney Knoll	
<input type="checkbox"/> Cinder Cone	<input type="checkbox"/> Fen	<input type="checkbox"/> Hillcrest	<input type="checkbox"/> Marsh	<input type="checkbox"/> Scoria Cone	<input type="checkbox"/> Stony Rise	
<input type="checkbox"/> Claypan	<input type="checkbox"/> Flats	<input type="checkbox"/> Hill	<input type="checkbox"/> Meadow	<input type="checkbox"/> Scree-slope	<input type="checkbox"/> Stream	
<input type="checkbox"/> Coast/Coastal	<input type="checkbox"/> Floodplain	<input type="checkbox"/> Headland	<input type="checkbox"/> Perched	<input type="checkbox"/> Shell Beach	<input type="checkbox"/> Stream Bank	
		<input type="checkbox"/> Inland	<input type="checkbox"/> Plain	<input type="checkbox"/> Sink-hole	<input type="checkbox"/> Swale	

Water
 Fresh Salt/Brackish No local source Permanent Temporary/ prone to flooding

 Coastal Highly localised (springs, soaks, etc) Lakes/Swamps Rivers/Creeks

Name of nearest fresh water source: _____

Previous + Current Land Use(s) (Indicate P [previous] and C [current] in appropriate box)
 Agricultural Cultivated Grazed Recreation Urban
 Alpine park Developed Parkland Reserve Other _____
 Cleared Forestry Plantation Undeveloped
Soils /Sediments Edaphic (Moisture) Damp Dry Wet**Texture** **Edaphic (Soil)** Clay Laterite Loams Peat Sands Silt**Texture Class** Sand Clayey (Loamy) Sand Sandy Loam Loam Silty Loam Sandy Clay Loam
 Silty Clay Loam Clay Loam Sandy Clay Silty Clay Clay

Excavated areas only

Colour Munsell Chart colour # and name: _____Colour Pattern Description: _____ **pH Reading** _____**Structure** **Shape** Platy Prismatic Columnar Blocky Nut Granular Crumb**Size** Fine Medium Course**Consistence** **Consistence** Dry Moist Loose Soft/ Friable Hard/ Firm Extremely Hard**Cementation** Weakly Cemented Strongly Cemented Indurated**Vegetation****Vegetation Condition**
 Agricultural Exotic Remnant native vegetation Modified native vegetation
 No vegetation/Bare land Urban
Ground surface exposure _____ % (Percentage of ground surface visible).**Vegetation Community Type (Structure)**

<input type="checkbox"/> Forest	<input type="checkbox"/> Herbland	<input type="checkbox"/> Rainforest	<input type="checkbox"/> Sedgeland	<input type="checkbox"/> Woodland
<input type="checkbox"/> Grassland	<input type="checkbox"/> Mallee	<input type="checkbox"/> Reedbed	<input type="checkbox"/> Shrubland	Aquatic Vegetation <input type="checkbox"/> Emergent <input type="checkbox"/> Floating <input type="checkbox"/> Submerged
<input type="checkbox"/> Heathland	<input type="checkbox"/> Mixed Forest	<input type="checkbox"/> Samphire	<input type="checkbox"/> Thicket	
		<input type="checkbox"/> Scrub	<input type="checkbox"/> Tussock	

Major Vegetation Types (Generic Names)

<input type="checkbox"/> Banksia	<input type="checkbox"/> Cane Grass	<input type="checkbox"/> Ironbark	<input type="checkbox"/> Pomaderris	<input type="checkbox"/> Sweet Grass
<input type="checkbox"/> Black Box	<input type="checkbox"/> Coast Banksia	<input type="checkbox"/> Lignum	<input type="checkbox"/> Red Gum	<input type="checkbox"/> Tea Tree
<input type="checkbox"/> Blackthorn	<input type="checkbox"/> Fern	<input type="checkbox"/> Mangrove	<input type="checkbox"/> Salt Paperbark	
<input type="checkbox"/> Box	<input type="checkbox"/> Gahnia	<input type="checkbox"/> Melaleuca	<input type="checkbox"/> Spike-sedge	

ADDITIONAL INFORMATION

Checklist

- All Place Fields Completed?**
- Place Location Map**
 - Landvic Map/ Parcel Information Map (optional)
- Place Context Plan**
 - Reference Points Included (at least 3)
 - Aerial Images (optional)
- Place Extent Plan**
 - Place Extent Survey Measurement Table
- Component Forms**
- Archaeological Survey/ Excavation Attributes Form**
- Electronic Spatial Data**
 - GPS Waypoints/ Routes/ Tracks
 - GIS Data (if available)
- Photographs (hardcopies)**
- Place Dating Technique** (official documentation from dating laboratory)
- Copies of associated publications** (if available)
- Place Inspection Form** (if required)
- Object Collection Form** (if required)