

# 9-1-1 ADDRESS APPLICATION

Please complete this form and return it to:

## PAGE COUNTY GIS DEPARTMENT

103 S. Court St. Suite F

Luray, Virginia 22835

PHONE: 540-743-7316 FAX: 540-743-4533

Date \_\_\_\_\_

**Contact Information:** \*\*Please print clearly\*\*

Applicant's Name \_\_\_\_\_

Current Mailing Address (where the 9-1-1 address assignment letter will be sent):

\_\_\_\_\_ (street address)

\_\_\_\_\_ (town/city, state and zip code)

Current Phone Number Home: \_\_\_\_\_ Work/Cell: \_\_\_\_\_

Best Time to Contact \_\_\_\_\_

Property Owner's Name (if different) \_\_\_\_\_

Contact information for Property Owner (if different) \_\_\_\_\_

**INFORMATION REQUIRED FOR A NEW 911 ADDRESS:**

If the structure is or will be located in a town's limits, please specify which town: \_\_\_\_\_

Does the structure exist currently? Yes \_\_\_\_\_ No \_\_\_\_\_

Does the driveway accessing the property exist currently? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you filled out a building permit application? Yes \_\_\_\_\_ No \_\_\_\_\_

Name of the road the driveway connects with \_\_\_\_\_

Name of the closest intersecting named road \_\_\_\_\_

Previous property owner \_\_\_\_\_

What type of structure (residential, commercial, storage, etc.)? \_\_\_\_\_

Other notes: \_\_\_\_\_

**Please provide the following information:**

Tax Parcel Number: \_\_\_\_\_

*(can be obtained from the Commissioner of the Revenue's Office)*

**Distance between the closest intersecting named road and your driveway:** (in feet) \_\_\_\_\_

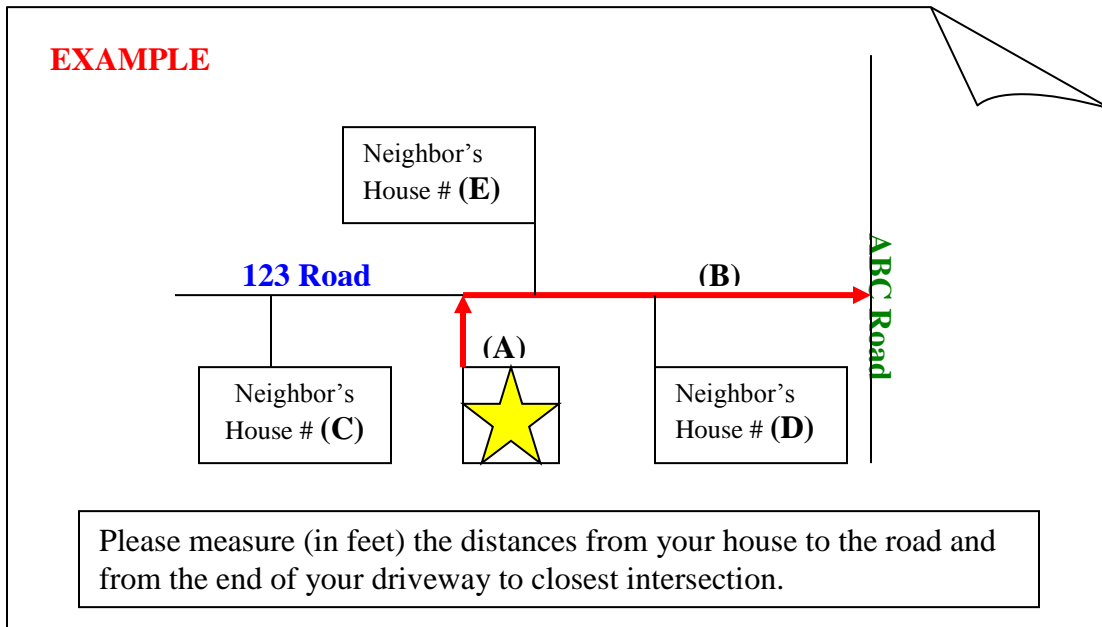
**As seen from the house facing the road:**

Nearest residence on left: (Name) \_\_\_\_\_ (House #) \_\_\_\_\_

Nearest residence on Right: (Name) \_\_\_\_\_ (House #) \_\_\_\_\_

Residence across road: (Name) \_\_\_\_\_ (House #) \_\_\_\_\_

**APPLICANT MUST DRAW A SITE MAP ON THE BACK PAGE OF THE APPLICATION**  
**For assistance, please contact the GIS Department.**



**PLEASE SHOW THE FOLLOWING INFORMATION IN THE SPACE BELOW:**

- Location of proposed or existing home and proposed or existing driveway (A)
- The closest intersection to your driveway and distance between them (B)
- Location of the nearest neighbors and their house numbers (C, D, E, ...)
- Distance, in feet, between nearest neighbors' driveways and your driveway

**ADDRESSES ARE DETERMINED BY THE LOCATION OF YOUR DRIVEWAY.**

Remember to measure all distances in feet and try to draw the map as accurately as possible. Driveway distances are very important to the addressing process; we count on you to provide accurate measurements. Please include road names, neighbors' house numbers, and clearly designate your house and driveway.

**GPS FIELD DATA COLLECTION: \*\*\*\*\*office use only\*\*\*\*\***

Date Collected \_\_\_/\_\_\_/\_\_\_ Signature \_\_\_\_\_

Longitude (X -78.\_\_\_\_\_) Latitude (Y 38.\_\_\_\_\_)