



DATA REQUEST FORM

OHIO DEPARTMENT OF NATURAL RESOURCES
DIVISION OF NATURAL AREAS AND PRESERVES
OHIO NATURAL HERITAGE PROGRAM
2045 MORSE RD., BLDG. F-1
COLUMBUS, OHIO 43229-6693
PHONE: 614-265-6453; FAX: 614-267-3096

INSTRUCTIONS:

Please complete both sides of this form, sign and return it to the address or fax number given above along with: **(1)** a brief letter describing your project, and **(2)** a map detailing the boundaries of your project site. A copy of the pertinent portion of a USGS 7.5 minute topographic map is preferred but other maps are acceptable. Our turnaround time is two weeks, although we can often respond more quickly. If you fax in your request you do not need to mail the original unless otherwise requested.

FEES:

Fees are determined by the amount of time it takes to complete your project. The charge is \$50.00 per half hour with a one hour minimum. A cost estimate can be provided upon request. An invoice will be included with our response.

WHAT WE PROVIDE: The Natural Heritage Database is the most comprehensive source of information on the location of Ohio's rare species and significant natural features. Our inventory program has not completely surveyed Ohio and relies on information supplied by many individuals and organizations. Therefore, a lack of records for any particular area is not a statement that rare species or unique features are absent from that area. Records for the following will be provided from the Natural Heritage Database: plants and animals (state and federal listed species), high quality examples of natural plant communities, geologic features, breeding animal concentrations, and unprotected natural areas. In addition, we report locations for managed areas including federal, state, county, local and non-profit areas, as well as state and national scenic rivers. Natural Heritage Data can be provided in many formats, including GIS shapefiles, spreadsheets, printed reports or maps. A minimum one mile radius around the project site will automatically be searched. Because Natural Heritage data is sensitive information, it is our policy to provide only the data needed to complete your project.

Date: _____ Company name: _____

Your name: _____

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

E-mail address: _____

Billing Address _____

Project Name: _____

Project Number: _____

Project Site Address: _____

Project County: _____

Project City/Township: _____

Project site is located on the following USGS 7.5 minute topographic quad(s): _____

Description of project: _____

How do you want your data reported? Printed list and map _____ GIS shapefile _____

Other format (please specify): _____

Additional information required: _____

How will the information be used? _____

I certify that data supplied by the Ohio Natural Heritage Program will not be published without crediting the ODNR Division of Natural Areas and Preserves as the source of the material. In addition, I certify that electronic datasets will not be distributed to others without the consent of the Division of Natural Areas and Preserves, Ohio Natural Heritage Program.

Signature _____

Date: _____