**KENTUCKY HERITAGE COUNCIL**

**410 High Street, Frankfort, KY 40601**

**(502) 564-7005** • **KHC-sitedata@ky.gov**

***Fill out one form for each project that you are registering.***

***There are three parts to this form. Incomplete forms may cause a delay in processing.***

**Part 1: Project Registration**

**Date (mm/dd/yyyy):**

**County(ies):**

**Project title/description:**

**Firm or Institution:**

**Principal Investigator:**

**Lead Agency:**

**Client:**

**APE/Buffer:**

**Part 2: Request for Historic Resource Information**

**Indicate whether site check will be fulfilled by** (check only one)**:**

[ ]  Request for GIS data (shapefiles) [ ]  Request for GIS site check (pdf)

[ ]  Self-check in KHC Library (no GIS)

If this is a preliminary site check for planning or proposal purposes only, please indicate [ ] .

**If requesting GIS data (shapefiles)**, fill out the information below and attach appropriate files. Shape files of the project boundary must be projected in State Plane: Kentucky Single Zone, NAD83, feet. The four files (\*.shp, \*.shx, \*.prj, and \*.db) depicting the project boundary should be compressed and attached to your request in one \*.zip file.

**File Name:**      **.zip**

**If requesting GIS site check (pdf)**, attach a copy of the topographic mapping showing location of the project area, and list the appropriate USGS Quad name(s).

**USGS Quad(s):**

**Additional Information:**

**FORM CONTINUED ON NEXT PAGE**

**Part 3: Confidentiality Agreement**

The undersigned acknowledges receipt of Kentucky Heritage Council (KHC) confidential site information for the Project identified above, and is aware of the confidential nature of the information being provided, and takes complete responsibility for this information to avoid unauthorized use or duplication. Confidential Information obtained from the KHC is to be used only for the project identified above, and any other use of the information is a violation of the Non-Disclosure of Confidential Information.

Confidential Information. The term “Confidential Information” shall mean any and all information, data, and maps, technical or non-technical, written or printed or photocopied or stored electronically or on magnetic media provided by or obtained from the Kentucky Heritage Council.

Non-Disclosure of Confidential Information. The individual designated below, with her/his principal place of business designated in Part 1, together with its affiliates (a) shall use reasonable care and discretion to prevent disclosure, publication, or dissemination of the KHC Confidential Information that has been provided to such party; and (b) shall not use, reproduce, distribute, disclose, or otherwise disseminate the Confidential Information that has been provided to such, except (i) to evaluate and perform the Project and (ii) as required to be disclosed by a government agency or by operation of law.

**Name:**

**Title:**

KHC Use Only Completed by: Date:

Time used: