



# Number Assignment Request Form

## Florida Master Site File

Division of Historical Resources / R.A. Gray Building  
500 South Bronough St., Tallahassee, Florida 32399-0250  
Phone 850.245.6440 / Fax 850.245.6439 / Email [SiteFile@dos.myflorida.com](mailto:SiteFile@dos.myflorida.com)

**IMPORTANT:** Assignment of a State Site Number **DOES NOT** mean a resource is recorded at the Site File. The resource is not added to the inventory until a completed resource recording form has been submitted. Requesting a State Site Number **indicates your agreement** to complete and submit a recording form for each number requested. Resource recording forms can be found on-line here: [Site File website](#).

### Check for Previously Assigned Numbers (Required)

Yes, Florida Master Site File records were checked for previously recorded resources at this location.

Please indicate the date and search method(s) used for checking:

Date Checked \_\_\_\_\_ Site File Staff Consulted \_\_\_\_\_ Address \_\_\_\_\_ Township, Range & Section \_\_\_\_\_ GIS \_\_\_\_\_ FMSFweb \_\_\_\_\_

### Contact Information (Required)

Name: \_\_\_\_\_  
Organization (if applicable): \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

### Project Name (if applicable; use key words indicating location, tract name, survey phase, etc.)

### Individual Request (If more than 5 site numbers are needed use Block Request at bottom)

County: \_\_\_\_\_ Request Date: \_\_\_\_\_ Date Assigned: \_\_\_\_\_ FMSF Staff: \_\_\_\_\_

Select Resource Type:    Archaeological    Bridge    Cemetery    Structure    Resource Group

*Use a separate request form for each resource type, county, and project.*

	Resource Name	Address or GPS Coordinates or Twn/Rng/Sect	Assigned Number
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____

### Block Request (Use if more than 5 site numbers are needed)

County: \_\_\_\_\_ Request Date: \_\_\_\_\_ Date Assigned: \_\_\_\_\_ FMSF Staff: \_\_\_\_\_

Archaeological Sites: \_\_\_\_\_ Bridges: \_\_\_\_\_ Cemeteries: \_\_\_\_\_ Structures: \_\_\_\_\_ Resource Groups: \_\_\_\_\_

Range of Numbers Assigned by the Florida Master Site File \_\_\_\_\_