

PRIVATE COMMUNITY SURVEY AGREEMENT FORM
Lands & Estates Department

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Surveying the lands of the community elders has been the priority for Oneida Nation of the Thames Council since August 15, 1990. On occasion, community members wish to have a survey of their land performed as soon as possible, rather than waiting for their name to come up on the General Survey List. Oneida Nation Council requires an up to date survey plan of any lands that were surveyed before July 23, 1990. In 1993 it was decided to charge a fee for community members, other than elders, to have their lands surveyed on an urgent basis.

A LAND SURVEY IS NECESSARY FOR THE FOLLOWING REASONS:

- 1) To accompany your land document which proves that you are the legal owner of your land.
- 2) To provide an accurate up-to-date description and reference to the location of your land.
- 3) To ensure that no future land disputes arise with the surrounding land owners.

REVISED PRIVATE SURVEY POLICY: When a community member wishes to pay for a private survey job, an estimated cost will be given by the Survey Department. 100% of the estimated cost is to be paid up before the survey job is started. A 20% administration fee will be included in the estimated cost. Once the survey is approved by Oneida Nation of the Thames Council, the community member will receive a stamped "Oneida Nation of the Thames Council Approved" copy of the survey documents. *Council approved October 28, 1997.*

PROCEDURES FOR PRIVATE SURVEY JOBS:

1. Contact for all private survey jobs will be made through the Lands & Estates Administrator.
2. The Lands & Estates Department will research the land in question to verify valid land ownership.
3. The Survey Department will then visit the site of the survey and provide an estimated cost to the community member during working hours. The cost of the surveying will cover the surveyor's wages to perform the survey and to plot out the survey plan. The 20% administration fee will cover the cost of materials, research time, and equipment maintenance.
4. The community member requesting the survey will sign the Private Community Survey Agreement Form, agreeing to the terms of the surveying cost.
5. The community member, accompanied by the L & E Administrator, and the signed Private Community Survey Agreement Form will pay the Finance Department the full cost of the survey and a receipt will be given to the community member. (Payments on the private survey cost may be made in installments until paid in full if requested). The receipt number will be recorded on the Private Community Survey Agreement Form, marked "Paid in Full", and a copy of the Agreement will be given to the Finance Department, the Community member and the Lands & Estates Department.
6. All private community survey jobs will be paid in full by the community member before the survey is started.
7. The survey will be performed after regular working hours and on weekends by Oneida Nation Council survey employees.
8. Upon completion of the survey plan, the L & E Administrator will sign the cheque requisition to request payment from the Finance Department. All survey employees will be paid a share of the cost of the survey as determined by the Surveyors themselves.
9. The survey plan will then be taken to Oneida Nation of the Thames Council for approval. Once approved, the survey plan and accompanying documentation will be recorded in the Council Minutes, the Land Record Book, the Lands & Estates Files and a copy will be mailed to the community members involved in the land transaction.

PRIVATE COMMUNITY SURVEY AGREEMENT FORM

Date: _____

Name: _____

Band #: _____ Phone #: _____

Document to Prove Land Ownership: _____

Location of Land: Lot: _____ Concession: _____

Description of Land:

Approximate Acreage to be Surveyed: _____

Oneida Nation of the Thames Council Employed Surveyors:

Estimated Labour Cost: _____

20% Administration Fee: _____

Total Cost: _____

Amount Paid: _____ Receipt #: _____

Date Paid in Full: _____ Receipt #: _____

I agree to pay the above estimated cost for my land survey before the survey is performed.
I fully understand and agree with the terms of the Policy and Procedures outlined on Page 1 of this document.

Signature of Community Member: _____

Signature of Witness: _____

Copies:
Community Member
Finance Department
Lands & Estates Dept.

ACCOUNT #23005 06 6320