

Document sketch guidelines checklist

Notation “sketch correct” and initialled by the parties to the document.

Linework and dimensions legible at A4.

First generation copy of original sketch.

A north point, scale, street name and heading (e.g. Caveat/Lease over Portion of Lot 1 on Plan 123456) are shown.

Dimensions tying in the interest area to the cadastral boundary, unless defined by permanent monument where the building must show the relationship to the parcel boundary.

For lease sketches only, a location plan showing the relationship of the building to the parcel boundary and indicate where the lease area is situated within the building.

Stippling, hachuring or identification by notation to clearly define the area of interest.

Colours not used.

Aerial photography not used.

Fax copies of sketches not used.