

# Address Application Form

## Office Use Only

Building Site  
 Existing Dwelling

Municipal Township: \_\_\_\_\_

Driveway Permits Required? Yes No Permit# \_\_\_\_\_

*Please see reverse side for instructions...*

## Contact Information

Applicant(s) Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Landowner(s) Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## Driveway Information

Computer #: \_\_\_\_\_ Road Name: \_\_\_\_\_ Side of Road: N E S W

Section: \_\_\_\_\_ Town: \_\_\_\_\_ Range: \_\_\_\_\_ Legal Description: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_

Address and distance ( $\pm 10'$ ) from your driveway to nearest neighbors driveway or nearest intersection, in both directions.

Neighbor 1 Address: \_\_\_\_\_ Distance: \_\_\_\_\_ Direction: \_\_\_\_\_

Neighbor 2 Address: \_\_\_\_\_ Distance: \_\_\_\_\_ Direction: \_\_\_\_\_

**OR** Nearest Intersection 1: \_\_\_\_\_ Distance: \_\_\_\_\_ Direction: \_\_\_\_\_

**OR** Nearest Intersection 2: \_\_\_\_\_ Distance: \_\_\_\_\_ Direction: \_\_\_\_\_

## Building Information

Building Type: \_\_\_\_\_ Computer #: \_\_\_\_\_

Section: \_\_\_\_\_ Town: \_\_\_\_\_ Range: \_\_\_\_\_ Legal Description: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_

## Sketch



## Please Note

*If any of the information provided on this application is found to be incorrect, you may be required to change your address.*

The information presented above is accurate to the best of my knowledge.

Name (Printed): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Office Use Only

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Assigned Address: \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_

Field Verified by: \_\_\_\_\_ Date: \_\_\_\_\_ Address Compliant? Yes No

# Instructions

## Contact Information

- 1) *Applicant(s)*: Give your name and present phone and address information.
- 2) *Land Owner(s)*: List the property owner as stated on deed or tax bill. Give the property owners' name, phone, and address information if it differs from the applicants information.

## Driveway Information (most of the following information can be obtained from your tax bill)

- 1) *Computer #*: Give the computer number for the parcel of land containing the intersection of the driveway and the road.
- 2) *Road Name, Side of Road*: List the road name and circle the side of the road the driveway is located on.
- 3) *Section, Town, Range, and Legal Description*: List the section, town, range, and legal description (NE ¼, NW¼, GL3, etc.) that the driveway/road intersection is located.
- 4) *Subdivision Plat Name, Lot, Block*: Specify the lot, block, and subdivision name of the driveway parcel if applicable.
- 5) *Neighbors and intersections*: Give the address, distance, and direction to the nearest neighbors' driveways or nearest intersections (whichever is closest), measured along the road in both directions.

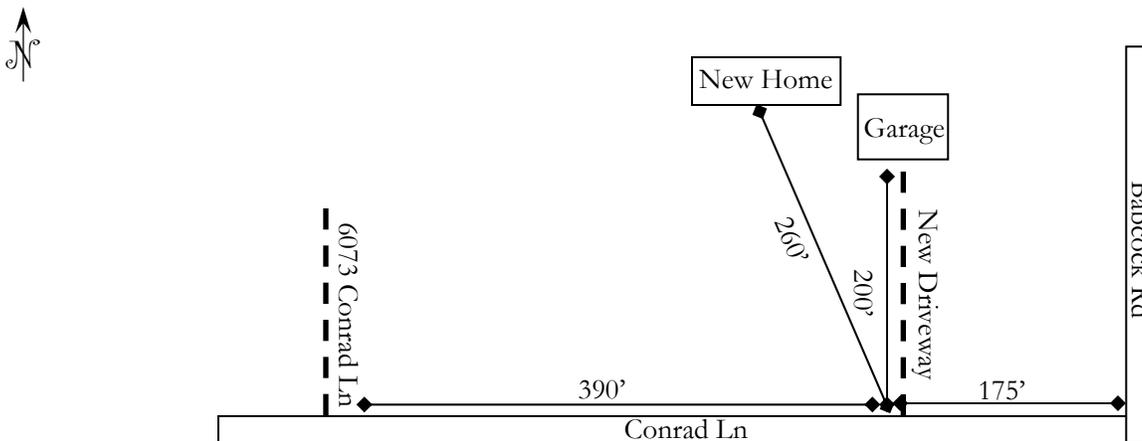
## Building Information

- 1) *Building Type*: Give the addressed building type (house, commercial, garage, etc....)
- 2) For the rest of the fields use instructions 1 -5 from the driveway information section above. It is only necessary to fill out the fields that differ from the information for the driveway.

## Sketch (Please draw a sketch of your property as accurately as possible. The sketch should illustrate the following items)

- 1) *Features*: Illustrate any existing roads and buildings including distances between your primary structure and the driveway/road intersection point.
- 2) *Driveway Information*: Illustrate your driveway and the nearest driveway/road intersection in both directions including distances to the nearest 10'.
- 3) *Miscellaneous Information*: Road names, labels, explanatory text, etc....

## Example Sketch



Return this form with the fee of: \_\_\_\_\_

To:

Your local municipal town hall.

If you have any questions please contact:

Vilas County Land Records/Mapping Office

Phone: (715) 479-3755

Fax: (715) 479-3695