



Order No.: _____
(Assigned by County Surveyor)

Submittal Application
CONDOMINIUM PLAT
(This form must accompany plat submittal.)

Today's Date: _____

Multnomah County Surveyor's Office
1600 SE 190th Ave. · Portland, OR 97233
503.988.3600 · survey.records@multco.us
<https://multco.us/surveyor>

Surveyor's Job No.: _____

APPLICANT INFORMATION

Payer Name: _____ Payer Phone: _____
(Company or individual name printed on check.) (For company/individual printed on check.)

Payer Contact: _____ Payer Email: _____
(Contact person for above entity or individual.) (Receipt will be emailed.)

Primary Contact: _____ Primary Email: _____
(If different from above entity or individual.) (If different from above.)

Primary Phone: _____

Surveyor Name: _____ Surveyor Email: _____
(Receipt will be emailed.)

Name of Attorney Responsible for Condo Declaration: _____

If a title company is assisting in this plat review, please complete the title company information below.

Title Company: _____ Title Person: _____
(e.g.: Builder Services Rep)

Title Person's Phone: _____ Title Person's Email: _____

MINIMUM SUBMITTAL REQUIREMENTS

Is Condominium Name Reserved? Yes No

If "No," please complete [Subdivision or Condominium Name Request Form](#).

Survey Number: _____ For pre-plat boundary survey (submitted 30 days in advance).

NOTE: If you wish to use an alternate survey registered with Multnomah County as basis for a plat boundary, please request in writing from the County Surveyor. Attach approval with submittal package.

- A paper (full size, signed in ink by Surveyor) or signed [digital copy](#) of the plat.
- Title report or equivalent report issued by a title company dated no earlier than 15 days prior to submittal.
- Copy of condominium declaration.
- Current (vesting) recorded deeds by which the owner took title (including deeds referenced in vesting deeds) along with deeds for all adjoining properties. Copies of recorded easements affecting the property.
- Plat Review fee and deposit. **Attach deposit worksheet to this form.** Find the [Deposit Worksheet](#) on our [Forms and Documents](#) web page.
- Photos of site showing buildings (from all sides), LCEs and GCEs.

PLEASE NOTE: Multnomah County Surveyor's office charges costs against plat review deposits. If a portion of the deposit is unused after the plat review is complete, our office will refund it. If the project requires additional money, we will request an additional amount.