

Site Name _____ Prev/Oth. Names _____ Topo Map _____
State Site No. _____ State Site Name _____ NRHP No. _____

LOCATION: _____ County, _____ (State), _____ miles _____ (direction) from _____
_____ (nearest town) on _____. **Give one set of coordinates for any one of the three listed below:**
1. TOPO: GPS: Lat. _____ Long. _____ Elevation: _____
2. UTM: Zone _____, Easting _____, Northing _____, NAD83 or NAD27
3. RECTANGULAR: Section _____ Township _____ Range _____

ACCESSIBILITY: Vehicle: _____ Park at: _____, walk _____ (miles) to the site.

Type Terrain: _____, **Vegetation:** _____, **Drainage to:** _____

SITUATED ON: Bedrock: Cliff: Boulder: Cave: Shelter: Stream Bed: Other: _____

ORIENTATION: _____ **COMPOSITION:** Sandstone: Limestone: Other _____

INSCRIPTIONS: Script Letter Cnt: Glyph Cnt: Nbr Panels: Nbr Overlaid: Pecked:
Incised: Abraded: Natural Erosion: Spalling: Lichens: Patination: _____ Vandalism: _____

SITE DESCRIPTION:

PHYSICAL:

CULTURAL EVIDENCE: _____ ASTRONOMICAL ALIGNMENTS: _____
SITE CONDITION: _____ PRESENT USE: _____

OWNERSHIP: Name _____ Public: or Private: Phone _____
Address _____
INFORMANT: _____

Previous References:

Survey Party Members:

Survey Party Remarks:

Visual Records: Color: Slides: B&W: Digital: Video: Tracing: Rubbing: Latex Peel: .

Attachments: Continuations of above entries, Sketch of site (bird's eye view) inc. dimensions, North, map coordinates, if appropriate, Site Elevation Sketch, Driving directions inc. road names, North, mileage, landmarks, Sketch car park to site path. More attachments as needed.

- Attachment 1 Continuation Sheet/s/
- Attachment 2 Site Sketch & Elevation sketch if appropriate
- Attachment 3 Driving Directions, Map & Car Park Sketch with path to site marked
- Attachment 4 _____

Prepared By _____ Date _____

Instructions

The purpose of the report is to collect information and facts about the site in a systematic manner for later evaluation, translation of writing, how to find the site again for possible future return, and for the archive. Use additional attachments as needed.

Use this Site Report form as a checklist and guide to capture the needed data while in the field for a *Field or Preliminary Report*. Capture all the information as possible while in the field. Since each site is unique, not all form entries may exist or apply. Record these unique site features with as many attachments as needed and in a manner to fully explain/expand these site characteristics.

If required, prepare a *Final Report* within a month. This will include site evaluation, scrip translations, references, and general data corrections.

This form available in Microsoft Office and OpenOffice formats.

Some Entry Definitions

MES Number - Leave blank. An ID-number assigned later by MES. **Survey Date** - Date of the actual site visit.

Site Name - The name in current usage. **Prev/Oth Name** – Previous or other/local names

Map Sheet - The name of the topological map the site is on. To find the topo map – Free at <http://www.store.usgs.gov>. Once there in left column under Search, click ‘Map Locator’. Select from US map & follow directions.

State Number & Name - Number (eg. 15CY18) and Name (eg. Bar Creek Petroglyph Site) used by the state agency responsible for registry

NRHP No – Number if on the *National Register of Historic Places*. To see if it is, check this web page <http://www.nationalregisterofhistoricplaces.com/state.html>

LOCATION - First, give county & state, and the distance starting from a central location to the road where site is located. Then give one of three coordinates of the site.(1) Topo – system using topological maps. GPS – system uses a receiver to access navigation satellites. **Generally use the GPS receiver for Lat, Long & Altitude will be the easiest.** (2) UTM – Universal Transverse Mercator – system is also referenced on the Topo maps.

ACCESSIBILITY – Vehicle: auto, 4-wheeler, boat, etc. Identify nearest parking spot and distance to the site.

Type Terrain - Hilly, swampy, level, etc. Trees, briars, thicket, etc. Name of stream that drains the site.

ORIENTATION - Direction the site faces, e.g. entrance of cave/shelter, or main site feature direction.

INSCRIPTIONS - [Note: Counts here are estimates] Count each of Script letters (if ogam count the number of grooves). Count each glyphs (petroglyphs, abstract drawings, any non-scripts, etc) and count the number of panels (separate identifiable groups of writing). Overlaid means that some of the script/glyphs have been superimposed or written over other script/glyphs and implies extended site use and purpose. Count the number of occurrences.

Check the following if true: Natural Erosion means flooding and other natural events that have moved/removed/covered/shifted elements of the site. Pecked means the writing appears to have been made by repeated striking with a pointed tool. Incised means the writing appears to have been cut by a sharp instrument and abraded means the same except with a dull-pointed instrument had been used. Spalling refers to sections/layers of the outer rock surface having peeled away (usually removing portions of the writing). Lichens

Check if present. Patination refers to the dull color of the rock surface (and inside the grooves) caused by exposure to the sun and weathering (an indicator of the site age). Vandalism If present describe the effect.

SITE DESCRIPTION – A brief and general site description, including any of the items listed in this box if they apply. –This will often require continuation onto an attachment sheet.

OWNERSHIP - Identify for contact for future revisits.

INFORMANT - Person(s) who told MES about the site.

PREVIOUS REFERENCES - Note any previous MES visits, documentation, books and articles written about the site.

SURVEY PARTY MEMBERS - List all who were in or joined the Party and provide any Party member remarks.

VISUAL RECORDS - Check appropriately.

MES keeps a file on each Survey Site which includes this and any subsequent “Final” Reports along with all the attachments, tracings and photos. These are available for loan to any MES member. A project is being considered to copy these file onto CDs for home computer access for members.