**Terrestrial Archaeological Site Form**

**State Site Number** (assigned by SHPO):

[ ]  Check if submitting a revised site form

***\*Confidential - this document is exempt from public dissemination under Michigan Freedom of Information Act (MCL 15.231)***

**Instructions**

* To report a new archaeological site contact Senior Archaeologist, Sarah Surface-Evans, (surfaceevanss1@michigan.gov) for a State Site number **prior** to submitting this form. Also submit questions regarding this form to Sarah Surface-Evans.
* Recording sites helps us to document Michigan’s history and to gauge potential modern impacts on sites. Information regarding site locations is confidential and is shared with qualified archaeological professionals on a need-to-know basis only. Reporting sites does not affect private property ownership rights in Michigan.
* Fill in form on your computer. Or print and complete by hand.
* Complete site location information is required. Include a USGS Topographic Quad map showing the site dimensions. If submitting GIS shapefiles, follow our [data requirements](https://www.miplace.org/49f1be/globalassets/documents/shpo/programs-and-services/historic-resources-survey-program/survey-products/shpo-gis-data-requirements.pdf).
* Attach any additional documentation or reports as PDF files.
* Send completed forms and attachments to Sarah Surface-Evans (surfaceevanss1@michigan.gov).

**Data Entry:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Upload:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **GIS:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SHPO use ONLY**

Site Name:

Other Site Names:

Site Description (brief overview/synopsis):

**Location**

County:

|  |  |  |  |
| --- | --- | --- | --- |
| Township Name | Township | Range | Section/Private Claim |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |

USGS 7.5 Min. topographic quadrangle name:

 Map Datum:

LAT/LONG Coordinates (in decimal degrees):

Method Coordinates Collected:

 [ ]  Interpolated from USGS Quad [ ]  GPS field collected, GPS Accuracy (in meters):

Site Size (in meters), Length (N/S):       Width (E/W):       Area:

Reliability of Site Location: [ ]  Excellent [ ] Approximate [ ] Unverified

Nearest Intersection & Directions:

**Site Description**

Cultural Period (check all that apply):

[ ] Unknown [ ] Unassigned Pre-Contact [ ] Paleoindian [ ]  Late Paleoindian

[ ] Archaic [ ] Early [ ] Middle [ ] Late

[ ] Woodland [ ] Early/Initial [ ] Middle [ ] Late/Terminal

 [ ] Mississippian/Oneota

Post-Contact, Century: [ ] 17th Century [ ] 18th Century [ ] 19th Century [ ] 20th Century

Post-Contact, Affiliation: [ ]  Native American [ ] African American [ ] Euro-American

 [ ]  unknown [ ] Other Affiliation:

Phase/Culture:

Site Type/Function (for each cultural period, EG. Habitation, isolated find, camp, farmstead, lumber camp, unknown etc…)

Fieldwork conducted & how site identified:

Field Evidence, diagnostic artifacts:

 Features:

Site Integrity: [ ] unknown [ ] High [ ] Moderate [ ] Low [ ] Destroyed

Risk Assessment (describe potential risks to the site due to cultural or environmental conditions):

National Register Recommendation:

[ ] Eligible [ ] Not Eligible [ ] More Information [ ]  Unevaluated

 Recommendation Made By:       Date of Evaluation:

**environment**

Soil Association & Type:

Typical Soil Profile (if applicable):

Percent Slope: [ ] 0-5% [ ] 6-10% [ ] 11-25% [ ] 26-50% [ ] >50%

Drainage: [ ]  very poorly drained [ ]  poorly drained [ ]  moderately well drained [ ]  well drained

Current Vegetation & Land use:

Nearest Water Source:       Distance to Water Source (in meters):

River Drainage:

River Drainage Region: [ ] Eastern UP [ ] Western UP [ ] Saginaw [ ] Grand

 [ ] Manistee/Muskegon [ ] NE Lower Peninsula [ ]  NW Lower Peninsula

 [ ] SE Lower Peninsula [ ] SW Lower Peninsula

**Ownership**

[ ] Federal [ ] State of Michigan [ ] Local:       [ ] Tribe:

[ ] Private, Name:

Owner Contact (address, phone, email):

Collection(s) Associated with Site (Describe range, quantity, and types of materials):

 Location of Collection(s) (name/address):

**Recorder**

Recorded By:

Affiliation:

Date form Completed:

Additional Comments for SHPO Office:

**Attachments Checklist**

[ ]  Quad Map of site location (required)

 [ ]  Historic Map(s) of location (if applicable)

 [ ]  Field Photos (optional)

 [ ]  Photographs of Diagnostic Artifacts (if applicable)

 [ ]  Publications/Reports (if applicable)

Publications for this site(list all published & unpublished documentation, include copies as PDF files with this form)