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| NATIONAL REGISTER NOMINATIONS  TECHNICAL REVIEW  **General Review**  \_\_\_\_ Have all the blanks been filled, including “n/a” where applicable?  **Section 1. Name of Property**  \_\_\_\_ Is the name entered the one that best reflects the property’s historic importance or was commonly used for the property during the period of significance?  **Section 2. Location**  \_\_\_\_ Are all items completed? Are the correct codes used? Is the name of the federal land area noted, if pertinent? If the property needs certain protection, has “not for publication” been checked?  **Section 3. Certification**  \_\_\_\_ Is a Level of Significance checked?  \_\_\_\_ Is the form signed by a SHPO, THPO, FPO, or authorized delegate?  \_\_\_\_ For concurrent nominations, have both parties signed the form?  **Section 5. Classification**  \_\_\_\_ Are all items completed? Is there a clear identification of the number of contributing and noncontributing resources?  \_\_\_\_ Does the resource count agree with the narrative in Section 7?  **Sections 6. Function or Use**  \_\_\_\_ Have the historic and current functions been indicated, using functions listed in the *How To Complete the NR Registration Form* Bulletin?  **Section 7. Description**  \_\_\_\_ Have the Architectural Classification and Materials sections been  completed (where appropriate)?  \_\_\_\_ Is there an initial paragraph that identifies what is being nominated, summarizes its appearance, and describes the property’s integrity?  \_\_\_\_ Have all alterations to the building/site over time been described and  dated, to the extent possible? Do the descriptions of contributing/ noncontributing resources agree with the resource counts in Section 5?  \_\_\_\_ For historic districts, is there a complete inventory list or accompanying sketch map identifying all resources counted and marked whether they contribute or not? | **Section 8. Statement of Significance**  \_\_\_\_ Has all pertinent information been included? The following are mandatory: Applicable NR Criteria, Areas of Significance, and Period of Significance. The following may be needed:  Significant Person (if Criterion B is applicable), Cultural Affiliation (if Criterion D--and in some cases Criterion A—is applicable), Significant Dates and Criteria Considerations, as pertinent, and Architect/Builder (if “work of a master” pertains).  \_\_\_\_ Does the Narrative Statement include a summary paragraph indicating the pertinent NR Criteria, the period of significance, and the areas and level of significance of the property?  \_\_\_\_ In subsequent paragraphs, is the case made for each Area of Significance as it relates to a particular historic context/theme?  **Section 9. Major Bibliographical References**  \_\_\_\_ Are bibliographic sources provided?  **Section 10. Geographical Data**  \_\_\_\_ Does the verbal boundary description delineate the precise area within the boundaries of the property, not just a general location?  \_\_\_\_ Is the specific number of acres given? Is it consistent with the size of the area noted within the boundaries?  \_\_\_\_ Are lat/long coordinates or UTM references provided? Is the minimal requirement of three points given, if the property is10 or more acres in area?  **Section 11. Form Prepared By**  \_\_\_\_ Is the preparer identified, with contact information?  **Maps**  \_\_\_\_ Is a locational map with defining coordinates enclosed and properly labeled?  \_\_\_\_ Is a map enclosed for historic districts that contains a north arrow and a scale?  **Photos** (Updated NR Photo Policy 2013)  \_\_\_\_ Are the photographs on the correct paper and appropriately identified and labeled?  \_\_\_\_ Is a photo log included? For historic districts, are photos keyed to the district map?  \_\_\_\_Are the photo files saved as TIF files at the correct resolution on an archival quality CD? |