

# Neighbourhood Plan GIS Map Request Form

All maps will be created using a greyscale / monochrome Ordnance Survey basemap unless requested otherwise.

If you require a series of maps based on one layer with each map focusing on an individual feature e.g. a map of each employment site, you **do not** need to fill in this form for each feature. Please use questions 7 & 8 to explain your requirements.

Q1.	<b>Requesting Council</b> The name of your Parish	
Q2.	<b>Map Title</b> The title you wish to appear on the map or which the map will be known by	
Q3.	<b>Map Description</b> (describe purpose of map) What information you are you trying to show or convey with this map?	
Q4.	<b>Map Style</b> Do you have a style in mind, or would you like it to appear in a similar style to maps you have seen elsewhere? Please provide links / attachments.	
Q5.	<b>New Data to Capture?</b> Are there any new data sets to be captured that aren't in existence already?  Data will only be captured from mapping at a minimum scale of 1:2500.	Choose an item.  Please list layers and provide maps of data to capture
Q6.	<b>Existing Layers?</b> Which data sets/layers would you like to incorporate that already exist? Please list the layer names such as those seen on SDC Planning Map <a href="https://maps.sevenoaks.gov.uk/planning/">https://maps.sevenoaks.gov.uk/planning/</a> e.g. Parish Boundary Conservation Areas, Metropolitan Green Belt	Choose an item.
Q7.	<b>Map Extent / Focus</b> What area should appear on the final map? Bottom left location and top right location.	Choose an item.
Q8.	<b>Any Other Information</b> Is there any further information or details we should be aware of when creating the map?	

<p><b>Q9.</b></p>	<p><b>Is the map to be inserted into a document i.e Word .doc or embedded in a webpage? (If it is embedded it is not accessed via a download link)</b> If yes then we can create the image as a .png, .jpg, .tiff etc. to be inserted in the document. Let us know which.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>If you answered 'Yes' to Q9 your map will be supplied as an image. Please continue to Q10. If you answered 'No' to Q9 your map will be supplied as a PDF. Please jump to Q12.</p>		
<p><b>Q10.</b></p>	<p><b>Image Dimensions (cm)</b> Provide the size of the space in the document / webpage where the map will be positioned. The physical dimensions you would the image to be in your document.</p>	<p>Width:            cm Height:           cm</p>
<p><b>Q11.</b></p>	<p><b>Should a title be displayed on the map?</b> If yes then we will use the title from Q2.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>If you answered 'No' to Q11. please make sure a figure caption with the map title is included in the document or webpage.</p>		
<p><b>Q12.</b></p>	<p><b>PDF size</b> (Ignore this question if you answered 'Yes' to Q9 unless you require an image and a PDF)</p>	<p>Choose an item.</p>
<p><b>Q13.</b></p>	<p><b>Draft Deadline</b></p>	<p>Click or tap to enter a date.</p>
<p><b>Q14.</b></p>	<p><b>Final Deadline</b></p>	<p>Click or tap to enter a date.</p>
<p><b>Q15.</b></p>	<p><b>Date Requested</b></p>	<p>Click or tap to enter a date.</p>
<p><b>Q16.</b></p>	<p><b>Requested By</b></p>	