

Survey Form Instructions 12/03/2022

Zone ID	ATON Designation	Survey Date	Latitude (deg min)	Longitude (deg min)	Survey Leader	Comment	Material of Structure	Condition G, F, P, M Mpo, Mos, S	Photo Side 1	Photo Side 2
D11	R8	2021-01	N 25° 57.821'	N 25° 57.821'	Thieme	Badly Peeling & Faded Both Sides	Wood	M	IMG_91813	
D11	R8	①	②	③	④	⑤	⑥	⑦	⑧	⑨
Survey Team:		⑫			Hours / Person:	⑪	GPS Info:	⑫	(these items are at the bottom of each printed page) ←	

The current issue of the Survey Form and these instructions are posted (near the bottom right) on the "Aids to Navigation" page of MarcoBoatingClub.org. The form provides data from the most recent survey for each ATON and space for new survey data to be hand-written. It is intended for on-the-water use. It has more than 40 pages covering all Marco Island region ATONs. Print only the pages needed for your survey. Set printer to print in landscape mode if this is not automatic. It is also helpful to have a printout of an aerial view showing actual ATON location; PDF files for this purpose are available on the "Aids to Navigation" page of our website. The completed forms and digital photo files are to be provided to Cliff Winings, who will update our database and make the updated information and photos available on our website. Completed forms and a jump drive with photos may be delivered to Cliff, or a scanned copy of the forms and digital photos may be delivered electronically. One good way of delivering photos electronically is to upload them to the Marco Coop Charting Dropbox per instructions on the "Aids to Navigation" page of our website.

- 2, 3 Latitude and Longitude: Record only the minutes to 3 decimals. If it is the same as the previous value within .005 minutes, you may enter a checkmark instead of the measurement.
- 4 Survey Leader: One time per sheet is sufficient.
- 5 Comment: Description of the problem if condition rating is anything other than G. Provide any other comments that may be helpful. If piling is leaning noticeably, note the estimated amount (see figure for reference).
- 6 Material of Structure: Note the material of the pile or other structure. If the previous notation is correct, enter checkmark.
- 7 Rating of sign condition: G = good both sides (minor defects such as slightly bent sign or minor fading or wrinkling permitted), F = fair (at least one side has a significant problem but still legible), P = poor (at least one side has a problem that substantially affect function), M = missing completely, Mpo = Missing (piling only), Mos = Missing one side, S = Special problem such as poor positioning, wrong sign, associated submerged hazard, etc. For previously missing ATONs, please look for them and if you cannot find them, enter "M" for missing. If the same as previous, enter checkmark.
- 8, 9 Note overlay include Date & Time. If an ATON is missing, take a photo from more than 100 ft, of the place that it should be. If photo(s) are taken, indicate by entering a checkmark. Put the photos in a different folder for each zone and provide the files to Cliff Winings on a thumb drive or by uploading to the MISPS Dropbox. There are links on the Aids to Navigation page of marcoboatingclub.org to instructions for uploading to Dropbox.
- 10 Survey Team: Team members participating in the survey and number of hours to complete. Needed on only one sheet of the survey report.
- 11 Number of hours to conduct the survey. Needed only on one sheet of the survey report.
- 12 GPS Info: Model, accuracy info, WAAS? Needed only on one sheet of the survey report.

