

SOUTH CAROLINA EMERGENCY MANAGEMENT DIVISION  
GIS MAPPING / DATA REQUEST FORM  
2779 FISH HATCHERY ROAD, W. COLUMBIA, SC 29172



**GIS Request Form:**

**Life Safety / Emergency**

Requestor: \_\_\_\_\_ Department: \_\_\_\_\_  
Contact e-mail: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Date Requested: \_\_\_\_\_ Date Due: \_\_\_\_\_

All efforts will be made to finish the project by the requested deadline. (Emergencies will be given the highest priority.)  
Please provide at least 2 weeks of notice if possible for large scale / long term projects. For detailed analysis, more time may be necessary.

**1. What is the intended purpose of the map / description of the project?**

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**2. Please specify the title for the map, area to be displayed, and list all requested map features to be included.**

The scale of the map may have an effect on visibility of requested layers and labels. You may not be able to see all features and labels at the same time.

Title: \_\_\_\_\_

Location: (area, county, statewide) \_\_\_\_\_

Background: (white, aerial, topo) \_\_\_\_\_

Data to see on maps (labels?): \_\_\_\_\_

Additional Information: \_\_\_\_\_

**3. Requested Product Type (Please check all that apply):**

- a. New data layer (Create a brand new layer from provided data.)
- b. Data layer update (Current data will be updated with new information.)
- c. Web Service (For display in Palmetto.)
- d. Hard Copy (New map created, please specify size, number, and format.)

If requesting a hard copy map, please indicate what type, orientation, and size would you like the final product.

- a.  Paper  Digital
- b.  Portrait  Landscape
- c.  (8.5" x 11")
- d.  (11" x 17")
- e.  (18" x 24")
- f.  (24" x 36")
- g.  (36" x 48")
- h. Custom \_\_\_\_\_
- i. # of copies \_\_\_\_\_

If you have any questions, please feel free to contact me: Charlie Kaufman – [ckaufman@emd.sc.gov](mailto:ckaufman@emd.sc.gov) / 803-737-8588