



Mapping (Address Not On Map)

Address Not On Map

When the dig site address or street does not show on the mapping system, you must use the search tools to identify the general area.

Note: Web users are responsible for the accuracy of information entered on created locate tickets. Notified facility owners/operators are determined by the map data provided by the excavator.

State:	GA	County:	GWINNETT	City:	DULUTH
Address:	Num	PreDir	SUMMIT RIDGE	PKWY	SufDir
Cross Street:	PEACHTREE INDUSTRIAL BLVD				

1. Address:

- Enter the address number.
- Next, enter the street name.
- Then, enter the street type. (i.e. *Road, Lane, Street, Drive, etc.*)

2. Cross Street:

- Enter the name of the cross street (nearest intersecting street) along with the street type.

3. Locate Instructions:

- Enter the locate instructions for a single street not to exceed one mile.
 - Describe the area where work will take place with [Sufficient Particularity](#) using concise locate instructions.

Note: Include all information pertaining to locating into this field, i.e. boring information, lot numbers, multiple addresses, etc.

Note: The locate instructions must be in sync with the *Work Type* and *Work Information* questions.

Example: If the work type is to install a water service line, the locate instructions should be to locate from the street to the building, not just the right-of-way.



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4. Remarks:

- Provide driving directions to the dig site.
- Add additional information given to describe the location of property (i.e. GPS coordinates, name of subdivision or community, name of mall, name of office park, street alias information, name of business, etc.)

5. Map/Search Results:

- Use the *Search for a street name* box and type in the nearest known intersecting street found on the map, and press *Enter*.
 - The search results will list options for the *Google Results, Google Intersection, Intersection, Street Address In Range, Street Name, Similar Street Name*.
- Select one of the below options to find the nearest intersecting street near the area you need to map:
 - Street Name
 - Similar Street Name
 - Google Intersection
 - Intersection

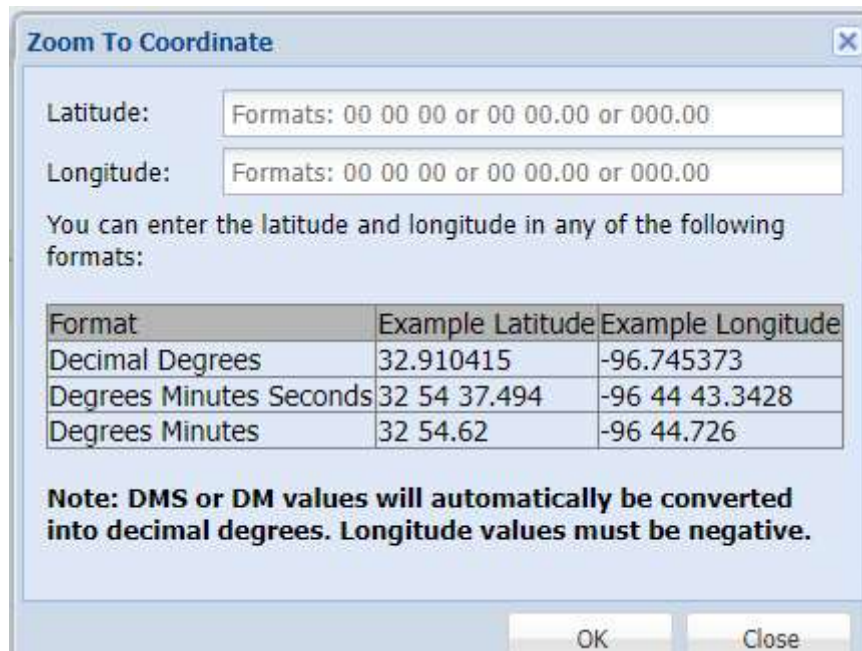
Note: When you select either *Street Name* or *Similar Street Name*, the map will highlight the selected road.
- Using the *Pan* tool, find move the map to find the correct dig site area that the work will be on.
- Use the *Mark Point, Mark Line, Mark Area* or *Use Selection* tools to select the dig site.
 - Mark Point – Draws a point on the map with a 200 ft. buffer.
 - Mark Line – Draws a line on the map with a 200 ft. buffer.
 - Mark Area – Draws a shape on the map with a 200 ft. buffer.
 - Use Selection – Draws a 200 ft. buffer around the selection.



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Note: You must double-click at the end point to release the tool and complete the drawing.

Note: The *Zoom To Map* tool will allow you to view the state of Georgia. Use the selected tool to go back to the selected area on the map. The XY Coordinate will allow you to enter GPS coordinates to locate an area on the map. GPS coordinates cannot be used in place of specific locate instructions.

A screenshot of a software dialog box titled "Zoom To Coordinate". It contains two input fields for "Latitude" and "Longitude", each with a placeholder text "Formats: 00 00 00 or 00 00.00 or 000.00". Below the fields is a text instruction: "You can enter the latitude and longitude in any of the following formats:". This is followed by a table with three columns: "Format", "Example Latitude", and "Example Longitude". The table lists three formats: "Decimal Degrees", "Degrees Minutes Seconds", and "Degrees Minutes". At the bottom of the dialog are "OK" and "Close" buttons.

Format	Example Latitude	Example Longitude
Decimal Degrees	32.910415	-96.745373
Degrees Minutes Seconds	32 54 37.494	-96 44 43.3428
Degrees Minutes	32 54.62	-96 44.726