



**Boston Water and Sewer Commission**  
 980 Harrison Avenue  
 Boston, MA 02119-2540

## CHECKOUT LIST

*Please fill in, sign and return this checkout list with your plans to the Boston Water and Sewer Commission's Engineering Services Department.*

*Ensure that all the steps below have been performed.*

- As-Built Required by BWSC?  
     Drawing Scale(s):    Yes    No  
     BWSC Approval:    Yes    No  
     DWG Format/AutoCAD Version # \_\_\_\_\_
- Zoom Extents Performed
- Lost Objects Removed (if Any)
- No Special Fonts, Linetypes and Shape Files Required by BWSC
- BWSC Layers and Colors Used
- Color of All Entities in Drawing(s) is BYLAYER
- External Reference Files Bound
- External/Attached Images Provided in Same Folder as Drawings  
     Survey points present?    Yes    No  
     Stationing present?    Yes    No

**If As-Built Plan is Required:**

- Rim and Inverts on Each Manhole
- All Elevations Based on Boston City Base
- Profile Present (for Sewer and Drain Only)
- Swing Ties and Offsets as Required

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

Company \_\_\_\_\_