

Instructions: Please read these instructions carefully before completing the application. No certification will be made unless a completed application form and required supplementary documentation is received. The application must be typed, and all materials must be submitted in hard copy – electronic submissions are not accepted.

NOTE: For properties listed individually in the Virginia Landmarks Register, this Part 1 application is required if the property has more than one building or structure.

Section 1: Property Information

Historic Name of Property: _____

Address of Property: _____

NUMBER STREET

CITY

COUNTY

9-DIGIT ZIP

DHR Identification Number: _____ Historic District Name: _____

Section 2: Type of Evaluation Requested (Select only one)

Certification that the building contributes to the significance of the above-named historic district.

Certification that the building is individually listed in the Virginia Landmarks Register.

Certification that the building is eligible for individual listing in the Virginia Landmarks Register.

Certification that an outbuilding or secondary resource contributes to the above-named property that is individually listed on the Virginia Landmarks Register.

Preliminary determination that a building located in a potential historic district contributes to the significance of the district.

Preliminary determination for individual listing in the Virginia Landmarks Register.

Preliminary determination that a building outside the period or area of significance contributes to the significance of the district.

Section 3: Project Contact (if different from the applicant/owner)

NOTE: This is the only individual/entity other than the below-identified Owner that DHR is authorized to speak with regarding this project

Name: _____ Business Entity: _____

Street Address: _____ City: _____

State: _____ ZIP: _____

Phone: _____ Email: _____

Section 4: Owner

If I am not the current owner of this property, I have provided a signed letter from the property owner giving me permission to submit this application.

Name: _____ Business Entity: _____

Street Address: _____ City: _____

State: _____ ZIP: _____ Taxpayer ID (SSN or EIN): _____

Phone: _____ Email: _____

ATTESTATION: *I declare under penalty of law that the information provided is, to the best of my knowledge, correct, and that I own the property described above. I understand that submission of false records or falsification of anything in communications with the department is grounds for denial of the certification of completed work and is punishable under Virginia and federal law.*

OWNER SIGNATURE (original, wet ink signature required)

DATE



Section 5: Primary Building Details

Date of Construction: _____ Source of Date: _____

Date(s) of Alteration(s): _____

Has the Building Been Moved? Yes No If Yes, When? _____

Narrative Description of Physical Appearance:

Continued on separate page? Yes

Section 6: Outbuildings and Other Secondary Resources

Are There Outbuildings (e.g., garage, barn, shed) or Other Resources (bridge, wall, ruin, or other structure) Present?

	Type of Outbuilding	Construction Date	Contributing?		Brief Physical Description	Present?	
			YES	NO		Yes	No
1.	_____	_____			_____		
2.	_____	_____			_____		
3.	_____	_____			_____		
4.	_____	_____			_____		

Please use a supplementary sheet to list any additional outbuildings

Section 7: Statement of Significance

Narrative Statement of Significance (include the Period of Significance if available):

Continued on separate page? Yes

Section 8: National Register Registration Form, Photographs, and Maps

Please attach the following to this application:

- Photographs of the primary resource (each elevation, representative interior images, and site context).
- Photographs of any secondary resources (each elevation, representative interior images if applicable, and site context).
- Maps of the property, indicating the location of each resource.
- Select pages of the National Register Nomination Form (See "Application Checklist" document).

Please return the completed application and associated materials to:
Preservation Incentives Division
Virginia Department of Historic Resources
2801 Kensington Avenue
Richmond, VA 23221

Continuation Sheet(s)

Continued on separate page(s)? Yes

Please return the completed application and associated materials to:

**Preservation Incentives Division
Virginia Department of Historic Resources
2801 Kensington Avenue
Richmond, VA 23221**