

Instructions for Creating Maps and Obtaining GPS Coordinates for Submission with the Application

The following instructions outline required site map contents and basic instructions for obtaining a map. You are required to provide ADA a photographic aerial map of all growing, handling, processing, and storage locations. This requirement applies to all applicants and License holders, and will assist with ADA's required reporting to law enforcement.

Each map should be **in color** and contain the following:

- Only one address per map and all locations at that address on a single map.
- The applicant's full name printed on the page.
- If applicable, the full name of the business entity.
- The map location's street address, city, state, and zip code printed on the page.
- "E" marking the primary site entrance on the map. "E2" marking any secondary farm/site entrances.
- Must be zoomed out to show the site location, a public roadway, and the road name.
- Processing buildings, storage buildings, or handling facilities and the Location ID/name of each structure.

NOTE: The handling, processing, and storage location IDs used MUST be consistent on all report forms used in the program.

- GPS coordinates for each building. GPS coordinates should be provided in DECIMAL DEGREES up to six-digits (Example: *lat: 34.123456 N, long: -92.123456 W*) with a pinpoint showing exactly where the GPS coordinate was taken.
 - Use Google Earth or another web-based mapping program, or obtain GPS coordinates off your smartphone. If you are unable to get the required coordinates this way, please visit www.geoplaner.com

ADA prefers maps created with Google Earth. You can download Google Earth Pro for free by visiting <https://www.google.com/earth/download/gep/agree.html>. If asked for a registration key, enter "GEPFREE".

Google Maps, MapQuest maps or another similar program; Farm Service Agency (FSA) maps; Property Valuation Administrator (PVA) maps; or Soil Conservation maps with legible handwritten information will usually suffice if they are in color. To obtain a map online:





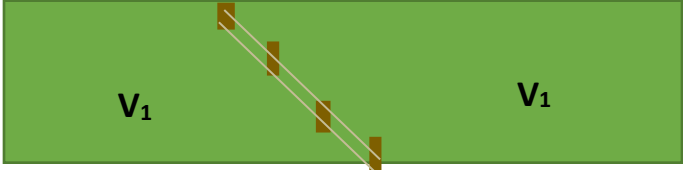
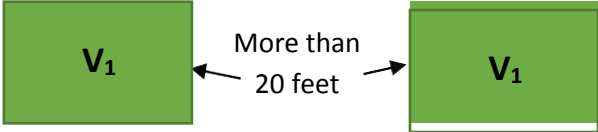
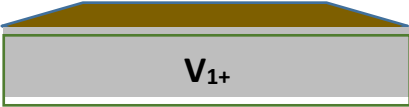
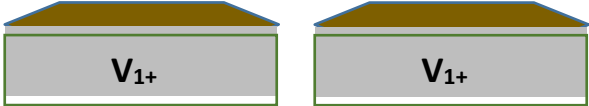
- You can go to Google Maps online at <https://maps.google.com/>. When you have the address on your screen, you can click the button in the lower left corner that says "Earth" or "satellite" for an aerial view of the location.
- On MapQuest at <http://mapquest.com/>, locate the address on your screen, then click in the upper right corner on "Satellite" for an aerial view of the location.

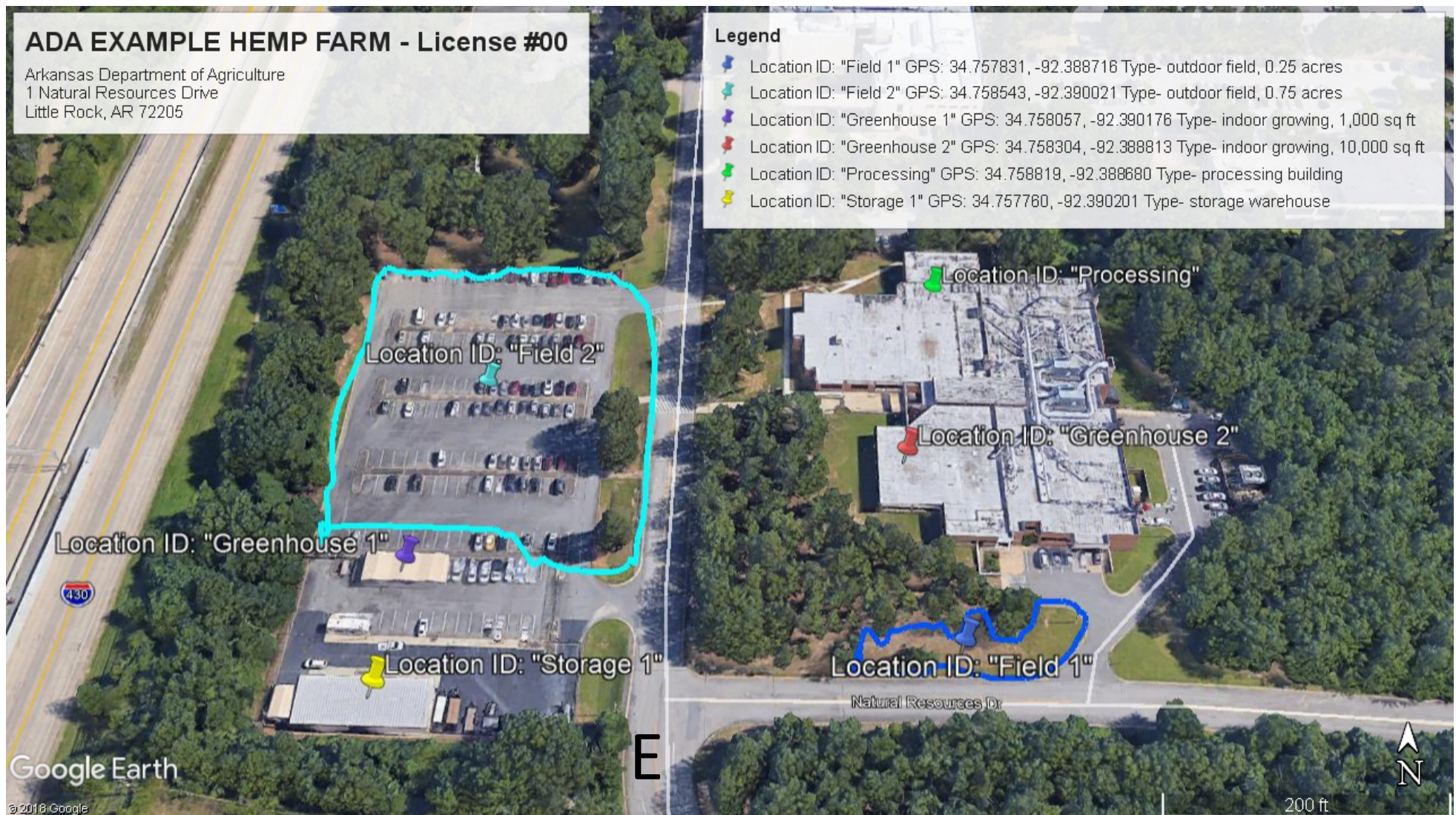
Print out the map when you are satisfied with the level of zoom (i.e. should show at least one nearby road, the entrance to the site, and the location of the hemp sites).

What is a Contiguous Location?

A contiguous field will NOT have any breaks, fence lines, tree lines, or roads dividing the field. Any field division shall be seen as two or more separate fields.

Greenhouses and other indoor growing locations are treated as individual structures and need separate coordinates.

Contiguous Locations?	Diagram V = variety
Yes, 1 Field	
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<u>NO, 2 Fields</u> Reason: Field divided by trees or hedgerow.	
<u>NO, 2 Fields</u> Reason: Field divided by stream.	
<u>NO, 2 Fields</u> Reason: Field divided by fence.	
<u>NO, 2 Fields</u> Reason: Field divided by space of more than 20 feet.	
Yes, 1 Building	
<u>NO, 2 Buildings</u> Reason: Two separate buildings.	



NOTE This map is for example purposes ONLY. There is no industrial hemp grown at any of these locations.