

Guidance for SAWS Block Maps & As-Builts File Transfer

USERS: Currently block maps and as-builts are available directly for download through <u>SAWS website</u>. Users can begin accessing the self-serve portal, below are the links to access the Locates website. You will then be prompted to create a profile or log in if you have already created a profile.



SAWS Locates Website:

SAWS LOCATES

https://locates.saws.org/

Main	FOR OPTIMAL EXPERIENCE, USE CHROME	
Change Password		Don't have a profile?
Create Profile	Have a profile? Get started! Create a profile now. It only takes a minute!	Get started Create a profile now. It only takes a
Forgot Password		minutel
Support / Feedback	Email:	CREATE PROFILE
Tutorial (Video)		
	Password:	
	Passwords are case sensitive. Forgot password?	
	Passwords are case sensitive. Forgot password?	

Through this website, Users can obtain block maps and as-builts for the projects they are developing schematics designs on. There is also a "help" page for Locates services with information showing what must be included on requests and a step by step video on how to create profiles and navigate through the SAWS Locates Website

Locates Servic	le la
Service Pay Your Bill ConnectH2O Start-Stop Service	Need to know where SAWS pipes are located? If you are excavating, drilling and/or boring, you are required to obtain a SAWS locate to determine underground infrastructur such as water or sewer mains. SAWS will provide location information about underground infrastructure through maps or with physical markers through our online location service provided below.
Contact Us Affordability Programs Customer Self-Service FAQs	Locate Requests Must Include the Following
Water Bill Too High? Doi-tr-Yourself Repairs New Customers Water & Sewer Rates Plumbing Backed Up? Locates Service	Create a one-time profile that will be used for all subsequent locate requests. • Name or person making the request • Excavator / Business name, if applicable • Excavator / Business address, if applicable • Phone number • Email address • Estimated date of accavation



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Once you go through the Video Tutorial, it will be easy to obtain Black Maps & As-Builts. From the SAWS Locates Request page you can start to create a new locate request or you have the option to just get the Block Maps only, which is the option the Users will need to take for developing the draft Schematic Plans.



DISCLAIMER: The utility maps are for reference only. The information may not represent what actually has been constructed. SAWS explicitly disclaims any representation of the accuracy of the information on the maps. SAWS assumes no liability for any errors, omissions, or inaccuracies in the maps regardless of how caused. Field verification should be done as necessary.

Users also have the option to submit an open records request to <u>OpenRecords@saws.org</u>. As soon as that application goes live, we will be notifying requestors so they can begin accessing the self-serve portal.