



# Pre-Application Guidance: Archaeological Site Data Request

## Contents

Included in this report are the following sections: Activity Overview, Mandatory Authorizations and Timeline, Costs, Eligibility Requirements, Information Requirements, Potential Additional Requirements and Links.

## Activity Overview

Archaeological Site Data Request: An application to request for archaeological data specific to a property or proposed development.

## Mandatory Authorizations & Timeline

Please note, processing time may vary depending on how complete, accurate or complex your application is.

Authorization Name	Link to Application	Processing Time (estimated in days)
Archaeological Site Data Request	<a href="#">Archaeological Site Data Request</a>	15 minimum

## Costs

Cost Type	General Description / Purpose	Cost or Cost Range incl. GST where applicable	Link to Details
Application fee	Cost associated with hiring an eligible, qualified archaeologist to conduct research.	Not applicable.	

## **What You Need To Apply**

### Eligibility Requirements

Questions: Contact [FrontCounterBC@gov.bc.ca](mailto:FrontCounterBC@gov.bc.ca) or call 1 877 855 3222.

Archaeological Site Data Request, Version 1.5



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Ensure that you meet the eligibility requirements prior to applying.

Requirement Type	Requirement Detail
Legal right to the land, or qualifications and rationale for interest in land.	Provide proof of your legal right to the land such as a Certificate of Title or Crown land tenure documents. If no legal right exists, you must provide relevant qualifications and reason for interest in land (e.g., municipal planner, realtor or researcher).
Qualified Archaeological Firm	An archaeologist or GIS staff may request archaeological site data (e.g., when the area of interest exceeds Remote Access to Archaeological Data (RAAD)'s capabilities)

## Information Requirements

The following information is required as part of the application process. The requirements for the mandatory authorization(s) are included.

Requirement	Information Detail	Link to Details
Data Request Form	Read data access policy for assistance. Information required includes: <ul style="list-style-type: none"> <li>- Contact Information</li> <li>- Reason for request</li> <li>- Location of request</li> </ul> See form for additional requirements. Note: Archaeology Branch will evaluate and determine validity of the data request.	<a href="#">BC Archaeological Site Data Request Form</a>

## Potential Additional Requirements

Requirement Type	Information Requirement	When Required
Access to Archaeological Data Agreement	Access to Terms and Conditions of Data Request, required to use archaeological data appropriately.	When user does not have access to Remote Access to Archaeological Data (RAAD).

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## Links

Applicable links related to your application.

Additional Link	Link Description
<a href="#">Archaeological Site Data Request Form</a>	A web page providing an online form to request data regarding an archaeological site.
<a href="#">Access to Provincial Archaeological Information</a>	A web page providing policy details for Access to Provincial Archaeological Information. It describes what type of information is available and the limits on sharing the information.

## Things You Need To Know

### About This Document

This document is provided for guidance purposes only to help you submit a complete application. It is an interpretation of requirements and recommendations and does not replace legislated requirements. Based on the information you have provided, this guidance document relates to your application inquiry. If your information changes, please generate a new document. This document is produced with the most current and accurate information; however, we make no warranty regarding the completeness, currency or accuracy of this information. It contains general guidelines only. Each application is unique and circumstances may result in additional requirements beyond those in this document.

### First Nations Consultation and Information Sharing

The Province is legally obligated to consult and accommodate (where required) First Nations on land and resource decisions that could impact Aboriginal interests. In some cases, proponents may be involved in some aspects of consultation. Consultation and information sharing vary depending on activity. Prior to initiating contact with First Nations, we recommend that you contact FrontCounter BC to guide you to region specific direction on First Nations consultation. For information about guidelines and procedures to assist the Province and proponents with consultation, and to review the proponent resources visit: [Consulting with First Nations web page](#)

### Area of Interest Information

Area of Interest information provided contains the most current and accurate information available; however, we make no warranty regarding the completeness, currency or accuracy of this information. Be aware that there are features, sites, species and tenures, which may have not been identified and/or are not yet available. We recommend following up with FrontCounter BC if you have concerns regarding this information.

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## BCeID - What Is It and Why Get It?

BCeID is an online service that allows you to create a user ID and password to sign in securely to many Government services in British Columbia. The benefits of having a BCeID account include:

- Stop and start. Save and return later to complete your application without losing any information previously entered.
- Real time status information. Check the status of your application in real time.
- Access to your applications for multiple people (Business BCeID only). More than one person from your business may edit, submit or check on the status of your application.

[FrontCounter BC - BCeID](#)

To enroll in this service, visit the BCeID web page:

Questions: Contact [FrontCounterBC@gov.bc.ca](mailto:FrontCounterBC@gov.bc.ca) or call 1 877 855 3222.

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