Sherry Joines Wyatt

Historic Preservation Consultant

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**Professional Fee Proposal, July 8, 2011**

**Scope of Work:**

1. Complete Virginia Preliminary Information Form (PIF) for proposed Christiansburg Downtown Historic District (approximately 30 properties) including required photographs, maps, architectural description, and statement of significance.

**Preliminary Information Form Fee: $800**

*After approval of the proposed district by staff at the Virginia Department of Historic Resources, the scope of work will include:*

2. Preparation of a complete and competent application packet for the listing of the Historic District including approximately thirty properties to the National Register of Historic Places. The preparation of the application packet will include additional research, black and white and digital photography, maps as required by National Register and state guidelines, entry of the properties within the district into the Department of Historic Resources' database, and architectural and historical essays describing the property and explaining its significance.

**Nomination Packet Fee: $4000**

**Estimated Timeline:**
The Preliminary Information Form will be submitted to the Department of Historic Resources (DHR) within 60 days of contract signing. Preparation of the Nomination Form packet will not begin until after approval of the PIF and is estimated to take about 90 days for submittal by me. Review of the nomination will depend upon DHR schedule and final listing will depend upon state and National Park Service schedules.

Thank you for taking time to consider this proposal. Please feel free to contact me with any questions.

Sincerely,
Sherry Joines Wyatt
Historic Preservation Consultant