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| **New Forms and Instructions** |
| As of July 2022, this AE-R (Architecture and Engineering Record) form replaces Montana SHPO’s HPR (Historic Property Record) form for recording historic structures in Montana. Visit <https://mhs.mt.gov/shpo/forms> to download the most recent versions of SHPO forms and instructions. If you are uncertain about which form to use, please contact [Montana SHPO Cultural Records staff](https://directory.mt.gov/govt/state-dir/agency/historic#shpo) at (406) 444-4724, https://directory.mt.gov/govt/state-dir/agency/historic#shpo.  |
| **REMINDERS** |
| The Principal Investigator is responsible for ensuring that the information in this form is complete and accurate as per the Montana SHPO’s data standards. Please consult the [**Montana SHPO Consultation Guide, 2023**](https://mhs.mt.gov/Shpo/Archaeology/ConsultingWith) for standards for recording cultural and architectural resources in Montana. |

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| 1. Identification |
| **HISTORIC / PROPERTY NAME** | **SMITHSONIAN NUMBER** (issued by SHPO)^ |
|       |       |
| **PROJECT NAME** | **PROJECT NUMBER** |
|       |       |
| **DATE** | **FIRST RECORDED BY** | **PHONE** (000) 000-0000 | **EMAIL** | **ADDRESS** |
|       |       |       |       |       |
| **DATE** | **UPDATED BY** | **PHONE** (000) 000-0000 | **EMAIL** | **ADDRESS** |
|       |       |       |       |       |

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| 2. Location |
| **COUNTY** | **LOT/BLOCK** | **SUBDIVISION** | **STREET ADDRESS** | **CITY / TOWN** (NEAREST) |
|       |       |       |       |       |
| **UTM COORDINATES OR LAT-LONG FOR THE CENTER OF THE SITE, TO THE 6TH DECIMAL** | **DATUM** (E.g., NAD27, WGS84, etc.) |
|       |       |
| **TOWNSHIP** | **N/S** | **RANGE** | **E/W** | **SEC** | **QTR** |  | **TOWNSHIP** | **N/S** | **RANGE** | **E/W** | **SEC** | **QTR** |

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| **NARRATIVE / NOTES ON ACCESS** (OPTIONAL) |

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| 3. Ownership and Use |
| **CURRENT ADMINISTRATIVE/SURFACE OWNERSHIP** | **CURRENT USE** |   |
|       |       | [ ]  Public [ ]  Private |
| **ORIGINAL ADMINISTRATIVE/SURFACE OWNERSHIP** | **ORIGINAL/HISTORIC USE** |   |
|       |       | [ ]  Public [ ]  Private |

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| 4. Historic Property/Architecture Description |
| **PROPERTY TYPE\***  | **ARCHITECTURAL STYLE** | **time period** |
|       |       |       |
| **ARCHITECT NAME/FIRM** | **ARCHITECT CITY, STATE** | **BUILDER NAME/COMPANY** | **BUILDER CITY, STATE** | **CONSTRUCTION DATE** |
|       |       |       |       |       |
| **STATUS** | **NOTES ON STATUS CHANGE** |
| [ ]  Original location |       |
| [ ]  Addition/alteration |       |
| [ ]  Moved/relocated |       |
| [ ]  Destroyed |       |
| [ ]  Other |       |

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| **NARRATIVE DESCRIPTION OF PROPERTY** |

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| --- |
| **history of property** |

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| --- |
| 5. National Register Evaluation and Assessment |
| **HAS A FORMAL ELIGIBILITY DETERMINATION BEEN PREVIOUSLY ISSUED FOR THIS SITE/PROPERTY?** |
| [ ]  No formal determination | [ ]  Yes, determined NOT eligible | [ ]  Yes, determined eligible | [ ]  Yes, NR listed | [ ]  Unknown |
| **PROVIDE YOUR ASSESSMENT OF THE SITE’S/PROPERTY’S ELIGIBILITY FOR THE NATIONAL REGISTER** |
| [ ]  Meets criteria as an individual property | [ ]  Meets criteria as a contributing element to a historic district |
| [ ]  Does not meet criteria | [ ]  Does not meet criteria, and is a non-contributing element to a historic district |
|  | **Historic District Name:**       |
| **APPLICABLE NR CRITERIA**+ | **ARGUMENT FOR OR AGAINST EACH NR CRITERION** |
| A – Events | [ ]  YES [ ]  NO |       |
| B – Persons  | [ ]  YES [ ]  NO |       |
| C – Characteristics  | [ ]  YES [ ]  NO |       |
| D – Information  | [ ]  YES [ ]  NO |       |
| **COMMENTS** |

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| **INTEGRITY** (location, design, setting, materials, workmanship, feeling, association) |

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| **POSSIBLE IMPACTS TO THE SITE** |

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| 6. Information Sources |
| List citations for information sources used to complete this form. |

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| 7. List of Photos and Maps  |

**IMPORTANT: DO NOT insert images for photos, maps, and other figures to this document.** Supporting photographs, maps, and other figures referenced in the table below need to be formatted, saved, and submitted according to SHPO’s *Guidelines and Samples for CSR/AER Form Attachments*. For more detailed mapping and photography standards, please review *Montana SHPO Consultation Guide, 2023*.

|  |  |  |  |
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| **FIGURE NUMBER** | **DESCRIPTION / CAPTION** | **PHOTOGRAPHER** | **PHOTO DATE** |

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*(tab from last cell to add rows to photos and maps table)*

^ See **Checklist 2: Submitting Site Records and Requesting Smithsonian Numbers** (Appendix D.2) and **Documenting Sites** (section 2.3) of the Montana SHPO Consultation Guide, 2023.
Online: <https://mhs.mt.gov/Shpo/Archaeology/ConsultingWith>

\* See **Site/Property Types, Time Periods, and Diagnostic Types for Cultural and Architectural-Engineering Records**.
Online: <https://mhs.mt.gov/Shpo/docs/CSR_AER_Codes.pdf>

+ See **How to Apply National Register Criteria for Evaluation**. National Park Service, National Register Bulletin. 1997.
Online: <https://www.nps.gov/subjects/nationalregister/upload/NRB-15_web508.pdf>