End-of-Year/Preliminary/Progress Report
Office of the State Archaeologist of Colorado

The information fields below must be included in the reports that are prepared in accordance with Archaeology and Paleontology Permits issued under CRS 24-80-406.

Permit Details

1. State Permit Number:
2. Permittee(s) Listed:
3. Permittee Institutional Affiliation(s):
4. Permit Type:
5. Permit Location & Ownership:

Project Details

6. Project Name:
7. Report Citation:
8. HC Document ID(s):

9. Purpose of Permit (check one):
        Consulting Work on Behalf of a Project Proponent/Operator (if this box is checked, fill out lines 9a & 9b)
 	
        Scientific Research, Educational Program, or Other (if this box is checked, proceed directly to line 10)

9a. Lead Agency:
9b. Client:
10. County:

Curation Details

11. Collections Generated: Yes*   No   *If collections were generated under permit, please include a simple inventory of collections with your EoY report.
12. Repository:

13. Materials Submitted with EoY Report
      13a. Simple Inventory of Collections: Yes   No
      13b. Repository Receipt of Collections: Yes   No

14. Materials Submitted to OAHP
      14a. Final Report: Yes   No
      14b. Site Form(s):   Yes   No
      14c. GIS Data: Yes   No
      14d. Other:

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15. List of Sites & Preliminary/Progress Report
- List of sites where work was conducted. Please include any Smithsonian Trinomial Site Numbers requested as part of work conducted under permit.
- Summary of work completed under permit, including field dates, personnel involved, and results.
- Summary of work in progress under permit.
- Narrative of any future work that is intended to be performed under this permit.
- Notable discoveries and important findings.
- Any threatened resources about which OSAC should be aware.
- Expected timeline of completion of a final report.

Please complete this section in the space provided below or attach additional pages if List of Sites & Preliminary/Progress Report will not fit below.

History Colorado

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Instructions
End-of-Year/Preliminary/Progress Report

General: End-of-Year/Preliminary/Progress reports summarize the work completed under a permit issued by the Office of the State Archaeologist of Colorado (OSAC). A separate report is required for each permit. Multiple projects conducted under one permit may be reported using the End-of-Year/Preliminary Report Continuation Pages.

Permit Details: Lines 1-5 may be found on the OSAC issued permit
1. **Permit Number.** The permit number is assigned by OSAC. All correspondence between OSAC and the permittee should reference this permit number.
2. **Permittee(s) Listed.** All individuals who are listed on the permit issued by OSAC, including all Principal Investigator(s) and Project Archaeologist/Paleontologist(s), are responsible for reports submitted under this permit.
3. **Permittee Institutional Affiliation(s).** The business, university, or other entity with whom the permittee(s) is/are affiliated.
4. **Permit Type.** Archaeological or Paleontological and the permit class issued by OSAC (Survey only, Non-collection survey only, Survey and test excavation, or Excavation).
5. **Permit Location.** Location listed on the OSAC issued permit. Additionally indicate land ownership (State, Municipality/County, and/or Private Property).
   Project Details. Multiple projects conducted under one permit may be reported using the End-of-Year/Preliminary Report Continuation Pages.
6. **Project Name.** The project name is assigned by the permittee to identify the work conducted under permit.
7. Report Citation. If a report is complete, provide the citation.
8. **HC Document ID(s).** Provide any identifying numbers provided by History Colorado – Office of Archaeology and Historic Preservation staff related to this project.
9. **Purpose of Permit.** Check the appropriate box. If the permit was issued for scientific, educational, or other purposes, continue with line 10. If the permit was issued for consulting, continue with lines 9a & 9b before proceeding to line 10.
   9a. **Lead Agency.** If a compliance project, provide the lead agency.
   9b. **Client.** Provide for whom the project was conducted.
10. **County.** Where was the project located? May be multiple counties.

Curation Details. Lines 11-13
11. **Collections Generated.** Check the appropriate box. If collections were generated (yes), continue with lines 12-13 before proceeding to line 14. If collections were not generated (no), continue with line 14.
12. **Repository.**
13. **Materials Submitted to OSAC.** Check the appropriate boxes.
   13a. **Simple Inventory of Collections.** Check the appropriate box if a simple inventory of materials has been submitted to OSAC.
   13b. **Repository Receipt of Collections.** Check the appropriate box to indicate if collections have been deposited in the approved repository and if a receipt of deposit of collections has been submitted to OSAC. If part or all of the collections have not been deposited in the approved repository, provide a timetable for the deposit in preliminary report (line 15).
14. **Materials Submitted to OAHP.** Check the appropriate boxes.
   14a. **Final Report.** Check the appropriate box to indicate if a final report has been submitted to OAHP.
   14b. **Site Form(s).** Check the appropriate box to indicate if relevant site forms have been submitted to OAHP.
   14c. **GIS data.** Check the appropriate box to indicate if a GIS data have been submitted to OAHP.
   14d. **Other.** Indicate any other materials submitted to OAHP.
15. **List of Sites & Preliminary/Progress Report.** List of sites where work was conducted. This should include a list of any Smithsonian Trinomial site numbers requested as part of work conducted under permit. This section should also describe the preliminary results of work completed under permit and any ongoing work.

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