

# National Register Questionnaire

Date \_\_\_\_\_

Please provide as much complete information as you can to enable our staff to better evaluate the property.

What was the original name of the property? \_\_\_\_\_

What are the other names of the property? \_\_\_\_\_

I would like an eligibility evaluation for this property because (check all that apply:

National and State Register listing is an honor

I seek financial assistance in maintaining or rehabilitating the property

This building is my residence

This is an income producing property (commercial or rental)

This property is owned by a non-profit

Other: \_\_\_\_\_

Where is the property located?

Address (street and number): \_\_\_\_\_

City/Village/Town: \_\_\_\_\_ County: \_\_\_\_\_

Do you know any of the following information?

Architect: \_\_\_\_\_ Source: \_\_\_\_\_

Builder: \_\_\_\_\_ Source: \_\_\_\_\_

Dates of construction: \_\_\_\_\_ Source: \_\_\_\_\_

To provide additional history of the property, citations for sources, or to provide copies of sources, please feel free to include additional pages of this information with your questionnaire submittal.

**What do you know about the history of the property?** For statements of historical fact, please indicate your sources of information (keep in mind that our evaluation may depend solely on the information that you submit, therefore, your sources should be reliable).

Sources:

Why do you think that this property should be listed on the National and State Registers? In one or two paragraphs, explain why the property is important.

Sources:

What alterations or additions were made since the building was built? Please check one or more boxes

additions

replacement siding or re-siding

removal of porches

removal of decorative details

replacement doors and windows

interior remodeling or updating

moved from its original location

change to interior plan

(if moved, list why and from where in the description below)

Briefly describe known changes checked above (provide dates of changes if known):

Sources:

## Required Photographs

- Photos can be taken with a digital camera, a camera that uses film, or a cellphone. We cannot accept Polaroids or videos.
- Photos must be recent and clear. These photos should document the building and allow the Resource Evaluation Committee to understand the building as if they are making a site visit.
- If you are using a digital camera, set it to the highest quality possible.
- **Stand back** far enough to capture the whole building from top to bottom in one photo.
- If there are multiple buildings on the property (as with a farmstead), **photograph each building separately**. Include a **sketch map** of the property and key the photos to this map. **Maps must have a north arrow.**
- Photograph every side of each structure.
- Interior photos are also required. Photograph all defining features of the building such as fireplaces, staircases, built-in furniture, decorative trim, and the major rooms. Try to allow the committee to tour the space through your photos. Interior photos will not be available for public viewing.

## Submitting the Required Photographs

You may submit a set of standard size, commercially-produced prints.

Or you may submit digital images via a file sharing service. Please email [leah.penzkover@wisconsinhistory.org](mailto:leah.penzkover@wisconsinhistory.org) with a request to submit digital images this way. You will be sent a link to a secure folder to upload the photographs. These digital images must be high quality jpeg files. Label the files to describe the photo (i.e. front of house, back of barn, second floor staircase.)

If you have historic photos of the property, please submit copies to our office. We cannot return photographs and they became part of our records.

Please contact Leah Penzkover with questions regarding the photo requirements at [leah.penzkover@wisconsinhistory.org](mailto:leah.penzkover@wisconsinhistory.org) or 608-261-9582.

## Contact Information

Your name: \_\_\_\_\_ Address: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone number: \_\_\_\_\_

I represent the owner

Owner's name: \_\_\_\_\_ Address: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone number: \_\_\_\_\_

## A Complete National Register Questionnaire Includes:

- |   |  |
|---|--|
| Completed questionnaire form                                  | Sketched map (if applicable)             |
| Required photographs  | Copies of historic images (if available) |
| Supporting documentation (citations and/or copies of sources) |  |

Complete and return this questionnaire, along with required photographs, and any additional attachments to:

State Historic Preservation Office  
Wisconsin Historical Society  
816 State Street  
Madison, Wisconsin 53706

Or

Contact Leah Penzkover at [leah.penzkover@wisconsinhistory.org](mailto:leah.penzkover@wisconsinhistory.org) for a secure folder to send the digital files.