## Request Form: HTS STAMPED ENGINEERING for 8’ & Under Retaining Walls

### General Information

**Project Name**
- Property Address
- Property Owner
- Property Phone
- Installer/Company
- Contacts Name
- Address
- City, State, Zip
- Phone and Fax
- Contact’s Email

### Location and Contact Information

#### Dealer Information

(Important: HTS is coordinated with dealer.)
- Dealer Name
- Location and Phone
- Contact Name
- Contact’s Email

#### General Wall Information

- What block do you plan to use?
- What geogrid do you plan to use?
- Maximum exposed wall height (ft):

#### Multi-Tiered or Terraced?

- Yes (Please check page I•2 for multi-tier program specs.)
- No

#### Grading Plans Available?

- Yes (Include grading plans with this request.)
- No (See page A•6 for sketch instructions)

#### Take Photographs of Proposed Retaining Wall Site?

(See manual page A•8 Photo Instructions)

### Slope Information

(See manual page A•4 Methods of Slope Determination)

#### At the Top of the Finished Wall?

- Yes
- No

#### Slope Rise Same or Greater than 2x’s the Height of Wall?

(This is the elevation change from top of wall to top of slope. See figure 1 above.)

- Yes
- No

#### At the Bottom of the Finished Wall?

- Yes
- No

### Surcharge (Load) Information

- Lawn/Grass
- Light auto parking/drive (car)
- Heavy vehicle parking/drive (RV)

#### Is there any surcharge close to the wall (within a distance of 2x’s the walls height)?

- No
- Yes

Type of load: ___________________ Distance from wall (ft): ___________________

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Back side
request form:

HTS STAMPED ENGINEERING for 8’ & Under Retaining Walls

Continued from front side

5 soils information

Is there a recent soils report available?

☑ YES (Include soils report with this request)
☑ NO (See manual page A•10 Soil Sampling Instructions)

6 other proposed project / site variables

Is there any type (steel, wood, PVC) of fence going on top of the wall?

☑ YES ☐ NO

Are there utilities, or anything else needing to go through the facing or reinforced soil?

☑ YES ☐ NO

Additional Notes:

7 send final stamped engineering to

☐ Send to Installer address

Attention

Company

Address

City, State, Zip

Phone and Fax

Contacts Email

8 payment information

(HTS accepts the following credit cards or checks)

Card Type

☑ VISA ☑ MASTERCARD ☑ Business ☑ Personal

Account Number

Exp Date

CID (3-digits on back)

Name on Card

Billing Address

City, State, Zip

How did you hear about HTS?

☑ DEALER ☑ WEB ☑ OTHER

(If other, please list)

PLEASE FILL OUT ALL ITEMS ON THIS FORM: By submitting and signing this form I certify that the information provided herein is accurate and complete. HTS will forward all required information to a licensed and registered engineer in the state in which the project is located. If any site conditions change (e.g. water seepage, soil changes, surcharge changes, or height changes etc.), are encountered, construction of retaining wall must be stopped and Hardscape Technical Services informed of the new conditions before placing ANY retaining wall units. It can then be determined if the stamped designs are appropriate or if changes are required. Occasionally, area specific documentation (e.g. global or seismic stability analysis) may be requested, these are NOT included in the HTS stamped engineering service, however (site pending) they may be available for an additional fee. If your local building authorities accept stamped engineering documentation in a fax or email format, the turnaround time is estimated to be no longer than five working days from the day that Hardscape Technical Services receives ALL the required information (including payment). If embossed (raised) stamping is required by your local building authorities, additional days may be required for mailing.

Information Supplied By:

Signature and Date:

checklist:

☒ For quickier turnaround, make sure form is complete and accurate.
☒ Complete plans or sketches of site and proposed wall
☒ Take photos of wall site
☒ If needed, determine slope
☒ Get soils report or take sampling of soil
☒ Is raised stamping required by local authorities? ☐ Yes

Include with Request Form:

☒ Plans or sketches
☒ Photos of wall site
☒ Soil report or sampling
☒ Payment information

Send to:

HTS

PO Box 369

32005 126th Street

Princeton, MN 55371

Phone: 866-582-0894

hts@hardscapetech.com

Need more information?

www.hardscapetech.com

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