



Illinois Department of Natural Resources

One Natural Resources Way Springfield, Illinois 62702-1271
www.dnr.illinois.gov

JB Pritzker, Governor
Colleen Callahan, Director

National Register of Historic Places Illinois Submittal Policy

*Updated December 2022

Completed nomination packets, including all required components listed below must be submitted before a property can be reviewed by staff. Nomination preparers should expect comments and recommendations that will need to be incorporated into a subsequent draft(s). Because of an influx of nominations, placement on an upcoming agenda cannot be guaranteed, so deadlines have been eliminated. National Register staff reserves the right to schedule only those nominations considered complete and proficient for consideration by the IHSAC in the order they are received.

Staff WILL NOT begin a review until all of the following components are submitted: **(Historic Districts also require a complete inventory of resources and additional mapping requirements)**

1. Notification Form (download from website below)
2. Completed National Register Registration Form (download from website below)
3. Site plan with a north arrow showing the nominated resource(s) and boundary line
4. Sketch of room layouts (does not have to be to scale) or architectural floor plans
5. Google Earth GIS location map – (see GIS map instructions for Google Earth)
6. Current TIFF digital images (labeled in accordance with NPS guidelines)
7. Current Images embedded into a Word doc or PDF doc **(no more than two images per page)**

Upload your nomination materials digitally to the link below:

[NR New Submission](#)