



Commercial HER Search Request Form

Please complete all sections of this form and return it via email, with shapefiles where they are relevant to your request, to historicenvironment@essex.gov.uk.

We will process your request and raise an invoice using the information in this form. **HER data will be delivered on receipt of a PO number or, alternatively, payment in full.** Please note an administrative charge of £30 will be applied if the information submitted via this form is incorrect for invoicing purposes.

HER data is provided on a time-limited licence. It is typically considered to be acceptable for one year, although shorter if there has been specific or significant activity in the search area that has resulted in updates to the HER. For commercial enquiries, we recommend data should be renewed after 12 months by submitting a new search. Data should be deleted upon completion of your project.

For large or complex search requests, and for non-commercial search requests, please contact historicenvironment@essex.gov.uk.

Contact Information

Name:

Company:

Email address for search correspondence:

Billing Information

All commercial customers must provide current billing information for use in the Essex County Council invoicing system. Please use an administration or accounts department contact that is suitable for use on the company profile.

Contact Name:

Company Name (legal entity):

Billing Address:

Email address for invoice correspondence:

Phone:

PO number:

N.B. HER data can only be delivered on receipt of a PO number or payment in full.



Search Parameters

Site name:

District:

Option 1 – buffer around a point

Please provide an NGR to at least 8-figure accuracy.

NGR:

Requested search radius (metres):

Option 2 – buffer around a boundary polygon

Please email shapefiles to historicenvironment@essex.gov.uk.

Requested search radius (metres):

Please select the data turnaround period you require:

Standard	Priority
Minimum charge (up to one hour): £200 Additional hours charged at: £80	Minimum charge (up to one hour): £400 Additional hours charged at: £200
Data returned within 5-10 business days from receipt of PO number or payment.	Data returned within 2-3 business days from receipt of PO number or payment.
<i>N.B. For search areas exceeding 1km please contact historicenvironment@essex.gov.uk for a bespoke quote.</i>	

The digital HER dataset provided as part of the standard search includes:

- Monument records, supplied as pdf reports and GIS shapefiles.
- Event records, supplied as pdf reports and GIS shapefiles.

Within the minimum charge we can also provide the following datasets. For large search requests requiring several datasets please allow for additional hours to be applied to the charge. Please note that pdf plans are supplied for information only and should not be reproduced.

Please select the additional material you require:

Supplementary material	
Historic Landscape Characterisation (HLC) supplied as a refined GIS shapefile and pdf report. <i>N.B. The HLC project dataset for Essex can be accessed for free and downloaded via the ADS (https://doi.org/10.5284/1022584).</i>	
Historic Environment Characterisation (HEC) supplied as refined GIS shapefiles and a pdf report.	
'Palaeolithic Potential' dataset, supplied as a refined GIS shapefile and pdf report.	
NMP cropmark plot supplied as a pdf plan or GIS shapefiles (only where available). <i>N.B. Where GIS shapefiles are unavailable for the study area, an additional fee of £80 will be applied to reproduce the data as a pdf plan. Supplied for <u>information only</u> and <u>not to be reproduced</u>.</i>	
Grey literature reports supplied as pdf copies (subject to availability).	
Photographs in the HER archive, including images from the Essex County Council Historic Building Survey, provided as digital scans. <i>N.B. Please email historicenvironment@essex.gov.uk with the details of your search. An image reproduction fee of £5 per image applies. A search fee of £10 applies for requests submitted independently of an HER search request.</i>	
HER monument data supplied as a pdf plan. <i>N.B. Supplied for <u>information only</u> and <u>not to be reproduced</u>.</i>	
HER event data supplied as a pdf plan. <i>N.B. Supplied for <u>information only</u> and <u>not to be reproduced</u>.</i>	

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