



APPLICATION CHECKLIST FOR U.S. ROUTE and U.S. BICYCLE ROUTE NUMBERING

This checklist will help you in submitting any revisions, additions, or deletions to the Interstate, U.S. Route Numbering System of Highways, or the U.S. Numbered Bicycle System. The checklist below should help you in organizing your department's submission. All applications should be sent electronically to AASHTO (usroutes@aaashto.org)

Here are some important points to consider and check-off when organizing and generating an application.

- Save** this application to a file folder or your desktop and give it the **name of the route and the state** where this route originates.
- All **applications** must be complete in all details, in accordance with the "Purpose and Policy Statements" (see pages 8 through 12 of this document).
- Provide an electronic copy of the application and email to usroutes@aaashto.org (begins on next page)
- Submit all **maps** electronically to usroutes@aaashto.org. Submit the latest map available and **clearly** show the mileage and detailed location to terminal points using colors to show the affected route (**no black and white copies, please**).
- Applications involving more than one state must show that all states support the application or we will not place it on the committee's meeting agenda. **Be sure the supporting state(s) submits an application also.**
- Incomplete information or unclear maps may result in no action on your request.
- Send a revised log for the book, U.S. Numbered Highways, as it would appear in this book (you can access the log by selecting the following link: <http://www.transportation.org/sites/route/docs/US%20route%20numbers.xls>. Please include a revised log for each route that is affected.
- Description: A space is provided on the application form.

If you **can't send your information** electronically then send one copy with color map to:

AASHTO
Special Committee on U.S. Route Numbering Committee
Attention: Ms. Marty Vitale
444 North Capitol Street, NW
Suite 249
Washington, DC 20001

Applications should be clear and complete as to all the information to be reviewed by the committee.

Contact: Marty Vitale at AASHTO (mvitale@aaashto.org; 202-624-5862

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