

Supplemental to MyDotDocs

What if I need help finding As-Built Plans in the DOT portal?

- The MyDotDocs web portal was created to aid in filling requests for as-built plans.
- The portal, <http://www.mydotdocs.iowadot.gov/>, was established to allow for self-service fulfillment. This site is available for use, hosting plans for download and use with DOT projects.
- On-line help is available as a menu item in the portal to assist in querying and to provide examples of searching by field values.

If a fulfillment cannot be completed online, a request may be sent to [Mailto:Records.Center@iowadot.us](mailto:Records.Center@iowadot.us). Requests will be filled as time allows basis. Please plan accordingly.

To assist in reducing the amount of time needed for searching, include the following information in the request:

County: *e.g. 85 Story*

City: *e.g. Story City*

Route: *e.g. US 69*

Township: *e.g. 85N*

Range: *e.g. 24W*

Sections: *10; 11-*

Location Description: *e.g. Connector on 115th St and US 69, Plan and profile sheet please.*

Including a map of the location with the request is helpful to identify the area of interest.

Here are some additional resources to assist you locating an area of interest in a county or city by Section, Township and Range

<https://iowadot.gov/maps/digital-maps/state-maps/dlalphabetcounty>

<https://iowadot.gov/maps/digital-maps/state-maps/dlalphabetcity>

MyDotDocs quick guide has also been attached for you reference to assist in locating documents going forward.

If you have further questions please respond to Records.Center@iowadot.us