This document explains how to use Google Maps online or a handheld device to collect geo-coordinates (latitude and longitude) for a property.

Method 1 – Online Google Maps

1. Open the website www.maps.google.com and enter the property address in the search bar. (If the property does not have a street address you can use something nearby as a starting point.)

2. Use the map to move to and zoom to the desired location. You can turn on satellite imagery using the button in the bottom left-hand corner to see buildings and the landscape.
Method 1 – Online Google Maps (continued)

4. When you are zoomed into the desired area, right-click the map at the exact spot where you would like to collect coordinates. That will place a pin on the map.

5. A pop-up will appear at the bottom of the page with the latitude and longitude coordinates.
Method 2 – Manual GPS Device/Smartphone
You can also get coordinates from the Maps app on your smartphone.

1. To place a pin on Maps, find the area you are looking for, then press and hold.

2. Once the pin is set, click and scroll up on the pop-up at the bottom.

3. This will reveal the latitude and longitude coordinates.

4. If you want to get coordinates manually, you can use a GPS device or smartphone. Use the “Find my Location” button to pin-point your approximate position. Similarly, press and hold to drop a pin and view coordinate information on the pop-up at the bottom.