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REQUEST FOR INFORMATION

PROJECT NAME: _____ PROJECT NO.: _____

CONTRACTOR: _____ RFI NO.: _____

DATE OF REQUEST: _____

1. REFERENCE - DRAWING AND SPECIFICATION:

2. COMMENTS AND RELATED QUESTIONS:

3. IMPACT ON SCHEDULE, SCOPE OF WORK, OR OTHER TRADES:

4. PROPOSED SOLUTION

5. ARCHITECTS COMMENTS AND DIRECTION:

INITIATED BY: _____ DATE: _____

ARCHITECT'S

SIGNATURE: _____ DATE: _____