**19-SHOP DRAWING TRANSMITTAL**

**PROJECT TITLE/ BID #:**

**OWNER:**

The procedure governing shop drawing submittals is contained in the Contract Documents. All requirements must be followed by the Contractor. Failure to comply with all requirements will constitute grounds for return of the shop drawing for proper resubmittal. The Contractor shall sequentially number each submittal, using this form.

Date:       Submittal No.

From:       To:

This is: an original submittal

a 2nd submittal

a [     ] submittal

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Subject of Submittal:

Material or Equipment Designation:

Specification Section(s):

Check either (a) or (b)

(a) We have verified that the material or equipment contained in this submittal meets all the requirements specified or shown (no exceptions).

(b) We have verified that the material or equipment contained in this submittal meets all the requirements specified or shown, except for the following deviations (List deviations on attached sheet).

The Contractor has reviewed and approved not only the field dimensions but the construction criteria and has also made written notation regarding any information in the shop drawings that does not conform to the Contract Documents. This shop drawing has been coordinated with all other shop drawings received to date by Contractor and this duty of coordination has not been delegated to subcontractors, material suppliers, the architect, or the engineers on this project.

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Signature of Contractor or Supplier