



TRANSMITTAL

TO: _____

DATE: _____

JOB #: _____

ATTN: _____

JOB NAME: _____

(Name of Recipient) :

Transmitted here are _____ copy(s) of:

_____ Drawing

_____ Signed Contract

_____ Submittal

_____ Lien Release

_____ Test & Balance Report

_____ Change Order

_____ Other: _____

Please return _____ copy(s) for our files.

Remarks: _____
