**REQUEST FOR INFORMATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **PROJECT #** | | **RFI #** DocNo | |
| **Title**  **Owner**  **Proj. #**  **AE/CM**  **Proj. #** | Project Title  Client  Proj #  To Person  Proj#j | **Please respond by** **XX** | |
| **Issued**  **Subject**  **Priority**  **Reason** | DocDate  XX  XX  XX |
| **ORIGINATED BY** | | **REFERENCES AND IMPACT** | |

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| --- | --- | --- |
| **Company** | FromAddr\_Company | **Response may affect  Schedule  Contract Cost** |

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| --- | --- | --- | --- |
| **Contact**  **Phone**  **Fax**  **Email**  **Mobile**  **Other** | FromAddr\_Person  FromAddr\_Phone  FromAddr\_Fax  FromAddr\_Email  DCEL\_FromAddr\_UserKeyl | **Code**  **Spec (s)**  **Dwg/Dtl**  **Other** | XX  Specification Paragraph  Drawing Number |
| **Site(s) affected:** | | | |

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| **INFORMATION REQUESTED** |
| Notes |
| **SUGGESTION** |
| Recommendation |

|  |  |  |
| --- | --- | --- |
| **RESPONDENTS/COMMENTS** | | |
| **Company** ToCompany | **Contact** To Person | **Sent** **XX** |

**Response:**

Response