

Project: Date: / /

From: Substitution Request Number:

To: A/E Project Number:

Re: Contract For:

Specification Title: Description:

Section: Page: Article/Paragraph:

Proposed Substitution:

Manufacturer: Phone: (.....) -

Address:

STREET

CITY

STATE

ZIP CODE

Trade Name: Model Number:

Attached data includes product description, specifications, drawings, photographs and performance and test data adequate for evaluation of the request: applicable portions of the data are clearly identified.
Attached data also includes a description of changes to the Contract Documents that the proposed substitution will require for its proper installation.

THE UNDERSIGNED CERTIFIES:

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product.
- Same warranty will be furnished for proposed substitution as for specified product.
- Same maintenance service and source of replacement parts, as applicable, is available.
- Proposed substitution will have no adverse effect on other trades and will not affect or delay progress schedule.
- Proposed substitution does not affect dimensions and functional clearances.
- Payment will be made for changes to building design, including A/E design, detailing and construction costs caused by the substitution.

Submitted by: Signed by:

Firm: Phone: (.....) -

Address:

STREET

CITY

STATE

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A/E'S REVIEW AND ACTION:

- Substitution approved—Make submittals in accordance with Specification Section 01 25 00, Substitution Procedures.
- Substitution approved as noted—Make submittals in accordance with Specification Section 01 25 00, Substitution Procedures.
- Substitution rejected—Use specified materials.
- Substitution Request received too late—Use specified materials.

Signed By: Date: / /

SUPPORTING DATA ATTACHED:

Drawings Product Data Samples Tests Reports