

REQUEST FOR INFORMATION

PROJECT NAME		RFI NUMBER	DATE OF REQUEST
PROJECT LOCATION		PROJECT ID	DRAWING ID
RFI OVERVIEW		SECTION(S) REFERENCED	
CHANGE IN COST		CHANGE IN TIME	
	NO CHANGE		NO CHANGE
	INCREASE IN COST	INCREASE IN TIME	# of Days =
	DECREASE IN COST	DECREASE IN TIME	# of Days =

REQUEST / CLARIFICATION REQUIRED		
NAME OF REQUESTING PARTY	SIGNATURE	DATE OF REQUEST

RESPONSE		
NAME OF RESPONDING PARTY	SIGNATURE	DATE OF RESPONSE

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