

REQUEST FOR INFORMATION

RFI No.:

Date:

Project:

BBS Project No.:

Location:

To The Attention of :

Company:

Requested BY:

Trade:

Phone:

Fax:

Date Information Required By:

Description:

Spec Section/ Dwg:

Reply:

BY:

FIRM:

BBS Architects, Landscape Architects & Engineers, P.C.

DATE:

If a "Request for Information" is deemed relevant and appropriate by the Architect, the Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness. Upon evaluation of the Prime Contractor's request and if deemed necessary, the Architect's response may include supplemental drawings and specifications.