

MSA CONTRACTOR DOCUMENT SUBMITTAL FORM

(1) PROJECT NO.		(2) CONTRACT NO./RELEASE NO.		(3) SUBMITTAL REGISTER NO.		(4) VERSION		(5) DATE PREPARED						
(6) CONTRACTOR: SIGNATURE _____ DATE: _____				(7) TO: PROJECT RECORDS SPECIALIST MSIN: RECEIVED BY _____ E-mail: _____ PROJECT RECORDS SPECIALIST: _____ DATE: _____		Phone: 509- -		FAX: 509- -						
(8) QTY/ E	(9) DOCUMENT NUMBER	(10) REV	(11) No. of pgs	(12) FORMAT (DWG, MFC, P3, GEN, PDF)	(13) TITLE / DESCRIPTION	(14) APPROVAL TYPE (AP, APW)	(15) ASSOCIATED SPEC OR SOW REF. NO.	(16) MSA REVIEW STATUS						
								A	B - NO	B - YES	C			
(17) SUBCONTRACTOR REMARKS (If this is a re-submittal to a previously approved submittal then explain why it is being re-submitted here.)														
(18) REVIEWER DISTRIBUTION (HARD OR ELECTRONIC)														
NAME			NAME			NAME								
(19) MSA DOCUMENT APPROVER(S)			(20) DUE DATE BACK TO APPROVER(S)			(21) DUE DATE TO CONTRACTOR								
(22) SUMMARY OF COMMENTS (IF ANY)														
(23) BTR CONCURRENCE/APPROVAL: (NAME / SIGNATURE / DATE)				(25) SUBMITTAL FORMAT: (USED IN BLOCK 12)			(26) SUBMITTAL APPROVAL TYPE: (USED IN BLOCK 14)		(27) SUBMITTAL REVIEW STATUS: (USED IN BLOCK 16)					
/ /				DWG = AutoCad GEN = Contractor's Format MFC = Microsoft Format Compatible P3 = Primavera Schedule PDF = Adobe Acrobat (Portable Document Format) HC = Hard Copy			APW = Approval Required Prior to Work AP = Approval Required		A Conforms to the Contract Requirements B NO-No resubmit. Minor Comments. Approved with exceptions as corrected. B YES-Resubmit. Minor Comments. Approved to proceed; however resubmittal is required. C Revise and Resubmit					
(24) PROJECT RECORDS SPECIALIST: [] Submittal Version Complete [] Partial Complete PROJECT RECORDS SPECIALIST _____ DATE: _____														