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REVISIONS & DEFERRED SUBMITTALS

This form is for submitting documents to the UCF Building Department for review after the initial review has been completed. Please fill in the pertinent items here and include a complete description, and count of each item. Please also attach a revised fee proposal. Revision number must also be entered. All field must be completed.

TO: UCF Building Department

FROM:			
DATE:			
PERMIT #:			
BUILDING #:			
BUILDING NAME:			
PROJECT NUMBER AND OR DESCRIPTION:			
SFM# IF APPLICABLE:			
PROJECT MANAGER (PM) OR CONTACT NAME:			
PM EMAIL:			
PM PHONE:			
CURRENT VALUE OF WORK \$:		IS THIS AN INCREASE IN PROJECT VALUE?	<input type="checkbox"/> YES, PLEASE ENTER NEW VALUE BELOW <input type="checkbox"/> NO
Revision #			

INCREASE IN VALUE : _____ ADDITIONAL FEE: _____ In-House Consultant
 ADMINISTRATION : _____ DOCUMENT REVIEW: _____ INSPECTION: _____

The following items are transmitted to the UCF Building Department for review and further processing:

# OF COPIES EACH ITEM	ISSUE DATE OF ITEM	A NARRATIVE MUST ACCOMPANY ALL REVISED PLANS WITH SHEETS CLOUDED TO REFLECT CHANGES. THE REVISION SCHEDULE IN THE TITLE BLOCK MUST BE UPDATED.

COMMENT OR NOTE:	
SIGNATURE:	