

# Letter of Transmittal

**To:**

**Date**

**File No**

**Job Name**

**Address**

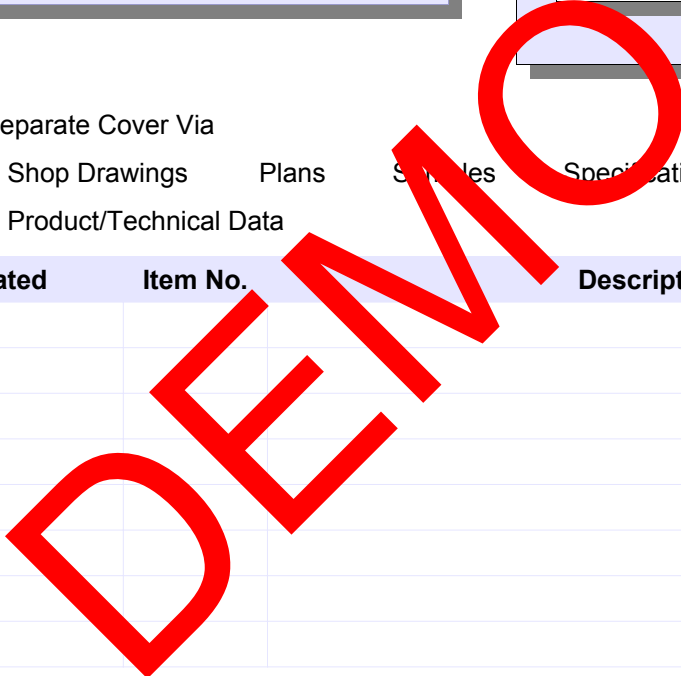
**City/State/Zip**

We Are Sending You:

Attached      Under Separate Cover Via

The Following Items:      Shop Drawings      Plans      Samples      Specifications  
Product/Technical Data

Copies	Item Dated	Item No.	Description



**The above items are transmitted to you:**

- |                          |                       |                       |
|--------------------------|-----------------------|-----------------------|
| For Approval             | Approved as submitted | Resubmit for approval |
| For your use             | Approved as noted     | Per your request      |
| Returned for Corrections | For bid due on:       |                       |

**Remarks:**

Copy To:

Signed: