**REQUEST FOR INFORMATION NO. \_\_\_\_\_\_\_\_**

|  |  |
| --- | --- |
| PROJECT: | PROJECT NO.: |
| CONTRACTOR: | DATE: |

|  |  |
| --- | --- |
| FROM: Name, Company | TO: Name, Company |
| **FROM CONTRACTOR** | |
| SUBJECT  QUESTION(S)  SUGGESTION(S)  Estimated Cost: | |
| **REPLY TO CONTRACTOR** | **REPLY DATE:** |
| Per the Contract General Conditions, the Contractor shall not proceed with additive or deductive Work which has change order implications as a result of this RFI without prior written approval from the Trustees. | |