|  |  |
| --- | --- |
| **Request For Information (RFI) No.:** |  |
| **Date of Request:** |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **To:**  *(Architect)* | | |  | | | | | | |  | | **CT DAS Project No.:** | | | |  | | | |
| **Owner:** | | | | CT DAS/Construction Services | | | |
| **Project Name:**  *(Location)* | | | |  | | | |
| **From:**  *(Contractor or CMR)* | | |  | | | | | | | **Contract For:**  *(Type of Construction)* | | | |  | | | |
| **Sent Via:**  *(CA)* | | |  | | | | | | |  | | **General Requirements:** | | | | Section 01 26 00, Subsection 1.3 “Requests for Information” | | | |
|  | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| **S****pecification References:** | | | | | | **Section No.:** | | |  | | | | | | **Paragraph:** | |  | | |
|  | | | | | | | | | | | | | | | | | | | |
| **Drawing References:** | | | | | | **Drawing No.** | | |  | | | | | | **Detail No.:** | |  | | |
|  | | | | | | | | | | | | | | | | | | | |
| **Architect:**  Please submit a clarification or interpretation for the above described Contract Documents for the below noted Request for Information within **seven (7) days**, or notify the Contractor or CMR in writing of the date on which you anticipate submitting your clarification or interpretation. | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | |  | | |  | | | | | | | | |
| **Request for Information:** | | | | | | | | | | | | | | | | | | | |
| **Reason for RFI:** | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| **Attachments:** | | | |  | | | | | | | | | | | | | | | |
|  | | | |  | | | | | | | | |  |  | | | |  |  |
| **RFI Requested By:** | | | |  | | | | | | | | |  |  | | | |  |  |
|  | | | | *(Contractor/CMR’s Name -Typed)* | | | | | | | | |  | *(Contractor/CMR’s Signature)* | | | |  | *(Date)* |
|  | | | | | | | | | | | | | | | | | | | |
| **Copies :** | | CA | | | Architect | | CT DAS PM | | | | Other: | | |  | | | | File | |
|  | |  | | |  | |  | | | |  | | |  | | | |  | |

|  |  |  |
| --- | --- | --- |
| **Additional Space if Necessary:** | **OR** | **Not Applicable** |
| **RFI (continued):** | | |