**STATE OF ALABAMA**  
**BUILDING COMMISSION**  
770 Washington Avenue, Suite 444  
Montgomery, Alabama 36104  
(334) 242-4082   FAX (334) 242-4182

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**DATE**

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**TRANSMITTAL OF PLANS AND/OR SPECIFICATIONS**

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**B.C.No.**

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**OWNER:**

PHONE No. _______  FAX No. _______

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**ARCHITECT:**

PHONEx No. _______  FAX No. _______

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**STRUCTURAL ENGINEER:**

PHONEx No. _______  FAX No. _______

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**MECHANICAL ENGINEER:**

PHONEx No. _______  FAX No. _______

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**ELECTRICAL ENGINEER:**

PHONEx No. _______  FAX No. _______

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**OTHER CONSULTANTS:**

PHONEx No. _______  FAX No. _______

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**PROJECT**

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**BUILDING DATA**

Number of Stories _____, Sq. Ft. ____________, Sprinkled ☐YES ☐NO

Type of Construction _____, Type of Occupancy ___________________________

Source of Funding ☐State ☐Local ☐PSCA ☐Other ___________________________

**BID DATE** (Month/Day/Year)_______________________________________

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Note that in accordance with the Building Commission’s Manual of Procedures, Chapter 3, Paragraph B.1, final approval of the plans and specifications must be obtained prior to the receipt of bids for any work which falls under the Building Commission’s jurisdiction. This rule shall be strictly adhered to and will be strictly enforced.

**DOCUMENTS SUBMITTED**

☐ Schematic ☐ Preliminary ☐ Final ☐ Revised Final

☐ Other ___________________________

Written response to previous submittal: ☐ Yes ☐ Not Applicable

**ARCHITECT & ENGINEER SEALS (Final and Revised Final Plans Only):**

☐ All architectural drawings bear the architect’s seal.

☐ All engineering drawings bear the engineer’s seal, date, and signature by engineering discipline.

☐ The specification cover sheet bears the primary design professional’s seal.

☐ The specification cover sheet bears the engineer’s seals, date, and signature by all engineering disciplines.

**DOCUMENTS SUBMITTED TO BUILDING COMMISSION BY:**

☐ Please check if you wish to receive the Project Comment Letter by e-mail, and provide your e-mail address below:

Architect ____________________________                  Owner ________________________________

email address                                                                                   email address

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A/E TYPED OR PRINTED NAME                                                                                               A/E SIGNATURE