

Drawing Copy Request and/or Drawing Turn-In Form

Name: **Date** **Ext** **Needed By**

DWG Size	Drawing Number(s)	REV	Sheet	of	# of Copies	Size A,B,C,D	Folded (E flat)	Flat	Stamp Approved	Stamp Bid	Stamp Date	Stamp Info	Stamped Preliminary	Binding Edge	Staple Set
1															
2															
3															
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Special Instructions:

Completed: _____

Total: _____