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| moseal | STATE OF MISSOURIOFFICE OF ADMINISTRATIONDIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION**DRAWING FILE REQUEST/TRANSMITTAL** |  |  |
| PROJECT NUMBER (NEW)      | D&C PROJECT MANAGER      |
| **TO: DRAWING DOCUMENT MANAGER** | **FROM:**  | DATE      |
| A/E CONSULTANT                     | PROJECT TITLE/LOCATION                     |
| CONTACT PERSON      | TELEPHONE NUMBER   -   -     |
| ELECTRONIC VERSION |  [ ]  DRAWING [ ]  DXF[ ]  AUTOCAD 2000 [ ]  AUTOCAD 2002 [ ]  AUTOCAD 2004 |
| [ ]  WE ARE REQUESTING  |
| PAPER VERSION | QUANTITY      | [ ]  D&C DRAWINGS [ ]  COPIES OF ATTACHED DRAWINGS |
| [ ]  WE ARE REQUESTING  |
| TRANSMIT BY | [ ]  3 ½” DISK | [ ]  CD | [ ]  E-MAIL       | DATE NEEDED BY      |
| [ ]  WE ARE TRANSMITTING  | [ ]  3 ½” DISK | [ ]  CD | [ ]  AS-BUILT MYLARS | [ ]  PAPER |
| **LABS #/FACILITY #/PROJECT #** | **DRAWING DESCRIPTION** |
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| **REMARKS** |
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| **The attached drawings are FMDC’s best representation of the existing conditions of the facility. The consultant shall verify field conditions for accuracy and completeness.** |

MO 300-1389 (03-05) ATTACH ADDITIONAL SHEETS, IF NECESSARY