

# SUBSTITUTION REQUEST

TO \_\_\_\_\_

PROJECT \_\_\_\_\_

SPECIFIED ITEM \_\_\_\_\_

SECTION \_\_\_\_\_ PAGE \_\_\_\_\_ PARAGRAPH \_\_\_\_\_

DESCRIPTION \_\_\_\_\_

PROPOSED SUBSTITUTION \_\_\_\_\_

Attached data includes product description, specifications, drawings, photographs, performance and test data adequate for evaluation of request including identification of applicable data portions.

Attached data also includes description of changes to Contract Documents and proposed substitution requires for proper installation.

### Undersigned certifies following items, unless modified by attachments, are correct:

1. Proposed substitution does not affect dimensions shown on drawings.
2. Undersigned pays for changes to building design, including engineering design, detailing, and construction costs caused by proposed substitution.
3. Proposed substitution has no adverse effect on other trades, construction schedule, or specified warranty requirements.
4. Maintenance and service parts available locally or readily obtainable for proposed substitution.

### Undersigned further certifies function, appearance, and quality of proposed substitutions are equivalent or superior to specified item.

### Undersigned agrees to terms and conditions for substitutions found in Bidding Documents to this proposed substitution.

Submitted By:

\_\_\_\_\_  
Name (Printed or typed)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tel:

\_\_\_\_\_  
General Contractor (if after award of Contract)

For use by A/E	
___ Approved	___ Approved as noted
___ Not Approved	___ Received too late
By _____	
Date _____	
Remarks _____	

**The Construction Specifications Institute  
Northwest Region**

**September 1997**



*Advancement  
of Construction  
Technology*