



# CITY CORPORATION CONSTRUCTION PACKAGE CHECK LIST

for

## PRIVATE FIRE AGREEMENT

All items in the list must be checked off and included in the *Construction Package* submittal ten (10) business days prior to construction. If the package submittal is incomplete, you will be notified within two (2) business day. Otherwise, you will receive a receipt verifying you have submitted all required content.

### Water and/or Sewer Extension Agreements

Applicant Signature.

### Construction Plans

- Signed and Sealed by RME.
- Each sheet states "Construction" in plain sight, obvious to reader.
- Plan do not reflect any changes made other than what was submitted as revised plans sheets during ADH and City Corporation review.

OR

- Changes have occurred other than what was submitted as revised plan sheets during ADH and City Corporation review. See attached letter explaining changes made and reasoning.

## Submittals

- Signed and approved by RME stating manufacturers, models, and materials conform to City Corporation standards.

## RME's Construction Observer Form

- Information is complete.
- Signed by the RME.
- Signed by the Construction Observer.

## Construction Package Checklist

- Complete
- Signed.

### **Prepared By:**

Consultant:

By: \_\_\_\_\_

Authorized Signatory:

Title: