

# LETTER OF TRANSMITTAL

**TO: CITY OF HANFORD**

Building Dept.  Planning Dept.

ATTN: \_\_\_\_\_

DATE: \_\_\_\_\_

FROM \_\_\_\_\_

RE: \_\_\_\_\_

PERMIT NO: \_\_\_\_\_

**THE FOLLOWING ARE ATTACHED:**

Drawings  Plan Check Application  Change Order  Requested Information  
 Tract Map  Specifications  Copy Of Letter  \_\_\_\_\_  
 \_\_\_\_\_

COPIES	DATE	DESCRIPTION

**THESE ARE TRANSMITTED** as checked below:

For approval  Approved as submitted  Resubmit  Copies for approval  
 For your use  Approved as noted  Submit  Copies for distribution  
 As requested  Returned for corrections  Return  Corrected prints  
 For review and comment

Other \_\_\_\_\_

NOTES:

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SIGNED: \_\_\_\_\_

COPY TO: \_\_\_\_\_