

As-Built Documentation Transmittal Form

Project Title

Project Number

Date

From (Company/Contact)

To (Recipient)

Email

Phone

Address

Transmittal Details

Description of As-Built Documents

Method of Delivery

Number of Copies

Remarks

As-Built Document List

No.	Drawing/Document Title	Document/Drawing Number	Date	Revision

Prepared by _____

Date

Received by _____

Date