



# SUBSTITUTION REQUEST FORM

Project: \_\_\_\_\_ Substitution Request Number: \_\_\_\_\_  
 From: \_\_\_\_\_  
 To: \_\_\_\_\_ Date: \_\_\_\_\_  
 A/E Project Number: \_\_\_\_\_  
 Re: \_\_\_\_\_ Contract For: \_\_\_\_\_

Specification Title: \_\_\_\_\_ Description: \_\_\_\_\_  
 Section: \_\_\_\_\_ Page: \_\_\_\_\_ Article/Paragraph: \_\_\_\_\_

Proposed Substitution: \_\_\_\_\_

Manufacturer: Jones-Blair Neogard Address: 2728 Empire Central, Dallas, TX 75235 Phone: 1-214-353-1600

Attached data includes product description, specifications and performance and test data adequate for evaluation of the request; applicable portions of the data are clearly identified.

Attached data also includes a description of changes to the Contract Documents that the proposed substitution will require for its proper installation.

The Undersigned certifies:

- Proposed substitution has been investigated and determined to be equal or superior to specified product.
- Warranty for proposed substitution complies with project specifications.
- Proposed substitution will have no adverse effect on other trades and will not affect or delay progress schedule.
- Proposed substitution does not affect dimensions and functional clearances.

Submitted by: \_\_\_\_\_  
 Signed by: \_\_\_\_\_  
 Firm: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Telephone: \_\_\_\_\_

### A/E's REVIEW AND ACTION

- Resubmit Substitution Request with the following additional information:  
 \_\_\_\_\_
- Substitution is Accepted.  
 Substitution is Accepted with the following comments:  
 \_\_\_\_\_
- Substitution is Not Accepted.

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_

Supporting Data Attached:  Product Data  Samples  \_\_\_\_\_  \_\_\_\_\_