



PERFORMANCE MECHANICAL, INC.

General Construction and Maintenance
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LETTER OF TRANSMITTAL

DATE	JOB NO.
ATTENTION	
Re:	

TO _____

WE ARE SENDING YOU Attached Under Separate Cover Via _____ The Following Items:

- Shop Drawings Prints Plans Samples Specifications
- Copy of Letter Change Order _____

COPIES	DATE	SPEC. NO.	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 _____
 FOR BIDS DUE _____ PRINTS RETURNED AFTER LOAN TO US

REMARKS _____

COPY TO _____

SIGNED: _____

If enclosures are as noted, kindly notify us at once.