

Date:

From:

To: E & EP Materials Laboratory - Documentation Section: Mailstop 47365

Work Order Number:

Section:

SR:

Bid Item	Material Description	Manufacturer	Approval Action

Instructions

- 1. This form is the "Original" and will need to be copied and used throughout the contract for each catalog cut submitted for approval.
- 2. The Project Office will fill in the Date, Bid Item, Material Description, and Manufacturer. If the Project Office is unable to provide this information, request the additional information from the Contractor.
- 3. Attach two (2) copies of the catalog cut for retention at the E & EP Materials Laboratory.
- 4. The E & EP Materials Laboratory will check the catalog cut for compliance with the appropriate section of the Standard Specification, mark the MatsLab Approval Action and return this transmittal to the Project Engineer.

Remarks: