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LETTER OF TRANSMITTAL

DATE: January 23, 2020
JOB NAME: Main Orchard lots 1-6

ATTENTION:
Jennifer Thompson
Planning and Development
City of Lee's Summit, MO

WE ARE SENDING YOU:

- ☐ SHOP DRAWINGS
- ☐ COPY OF LETTER
- ☐ PRINTS
- ☐ PLANS
- ☐ CHANGE ORDER
- ☐ SAMPLES
- ☐ SPECIFICATIONS
- ☐ OTHER_____

COPIES	DATE	NO.	DESCRIPTION
4	1-23-2020		24"x36" Paper folded
1	1-23-2020		CD
1	1-23-2020		81/2"x11"

THESE ARE TRANSMITTED AS CHECKED BELOW:

- ☐ FOR APPROVAL
- ☐ FOR YOUR USE
- ☐ AS REQUESTED
- ☐ FOR REVIEW AND COMMENT
- ☐ FOR BIDS DUE_____
- ☐ OTHER_____
- ☐ APPROVED AS SUBMITTED
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REMARKS:

Comment letter dated 12-31-2019

SIGNED:

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