



DEFERRED SUBMITTAL FORM

PROJECT ADDRESS: _____ PERMIT # _____

CONTRACTOR/OWNER: _____

DEFERRED SUBMITTAL: (check if applicable)	Yes	No
Manufacturer Trusses		
Fire Sprinklers		
Gas Line Isometrics		
Medical Gas Information		
Other:		

- Any changes to the "APPROVED COPY" set of plans must be approved by the City of Monterey Building Department
- All revisions shall be clearly identified by "clouding".
- **ELECTRONIC SUBMITTAL:**
- If there are any plan changes, submit a complete set of revised and updated digital plans in a SINGLE FILE, pdf format.
- If the submittal is a stand-alone document, just submit the new document to be added to the approved plans.

A minimum fee of \$52 is required at time of revision submittal. Additional charges at \$105/hour may be applied, depending on complexity and review time.

BRIEFLY DESCRIBE THE SUBMITTAL:

NAME: _____ PHONE #: _____ DATE: _____

FOR OFFICE USE ONLY

PLANNING REVIEW REQ'D: YES <input type="checkbox"/> NO <input type="checkbox"/>	FIRE REVIEW REQ'D: YES <input type="checkbox"/> NO <input type="checkbox"/>	OTHER REQ'D: YES <input type="checkbox"/> NO <input type="checkbox"/>
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SUBMITTAL FEE: \$52 _____ Other \$ _____ DATE PAID: _____ RECEIPT # _____

APPROVED BY: _____ DATE: _____

BALANCE DUE: _____ DATE PAID: _____ RECEIPT # _____

UPDATE JOB DESCRIPTION: YES: NO: OTHER: _____