FORM F7 REVIEW DOCUMENT TRANSMITTAL FORM

PROJECT NAME _____
(District/Name of Building/Scope Description)

FROM: _____
(Name of Design Professional)

_____
(Company Name)

_____
(Address)

_____ _____
(Telephone) *(Email)*

TO: _____
(OSF Plan review, if assigned)

CC: _____
(District Contact, with enclosures)

DATE: ____

Transmitted herein is one copy of the following documents for the above referenced project with items required by the South Carolina School Facilities Planning and Construction Guide *(check applicable items)*:

	☐ **Schematic Design Documents** ☐ **Resubmittal**	☐ **Design Development Documents** ☐ **Resubmittal**	☐ **Construction Documents** ☐ **Resubmittal**	☐ **Bid Documents**
Site Plans in accordance with 202.2	☐	N/A	N/A	N/A
Floor plans in accordance with 202.3	☐	N/A	N/A	N/A
Site Plans in accordance with 203.2	N/A	☐	N/A	N/A
Floor plans in accordance with 203.3	N/A	☐	N/A	N/A
Form F3 Building Code Analysis	☐	☐ (on plans)	☐ (on plans)	☐ (on plans)
Form F6 School Transportation	☐	☐ (revised)	☐ (revised)	☐ (revised)
Design and Construction Related Permits and Approvals Table	N/A	☐ (on plans)	☐ (on plans)	☐ (on plans)
Written responses to previous OSF Comments	N/A	☐ (if reviewed)	☐	☐
Complete Set of Drawings (signed & sealed)	N/A	N/A	☐	N/A
Complete Set of Specifications including front end (signed & sealed)	N/A	N/A	☐	N/A
ASHRAE 90.1 Compliance Sheets (Envelope, HVAC and Lighting) or Energy Model	N/A	N/A	☐	N/A
Numbered copy of signed & sealed drawings & project manual issued for bidding	N/A	N/A	N/A	☐
Other ____				

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