Building and Engineering Department

530 North Freedom Street • PO Box 1215
Ravenna, OH 44266
p 330.296.5666 • **f** 330.296.1280

PLANS & SPECIFICATIONS REQUEST

(PLEASE COMPLETE AND E-MAIL TO bob.finney@ravennaoh.gov AND patrick.jeffers@ravennaoh.gov)

Date _____

Bob Finney and Patrick Jeffers
City of Ravenna Engineering Department
530 North Freedom Street
Ravenna, OH 44266

RE: Hillcrest, Zeta, Spruce Water Improvements
_____

Contract # CG11Y/CG12Y
_____

I would like to request that our firm listed below be added to your bidder's list for the above referenced construction project. I understand that I will receive the plan and specification documents (as well as any future addenda) electronically via the e-mail address provided below.

Sincerely,

Company Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone No.: _____ Fax No.: _____

Contact Person: _____ Title: _____

E-Mail Address: _____