



REQUEST FOR INSPECTION FORM

Name of project: _____
 Owner: _____
 Project Site Address: _____
 Design Professional: _____
 Contact: _____ Phone: _____
 Email: _____
 General Contractor: _____
 Contact: _____ Phone: _____
 Email: _____
 Architectural Woodwork
 Manufacturer: _____
 Contact: _____ Phone: _____
 Email: _____

Name of MSQ certified owner/manager and certification date _____

Architectural Woodwork Installed by: _____
 Architectural Woodwork Finished by: _____
 Finished at: (Check one) **Shop** **Site**

AMOUNT OF MILLWORK CONTRACT: \$ _____

Date of tender: _____

Is this a phased project? _____

Special comments: _____

	<u>APPROXIMATE SCHEDULE</u>	<u>CONTRACT ITEMS IN VARIANCE TO THE AWS</u>
1. Shop Drawings ready for review:	_____	1. _____
2. Typical unit ready for inspection:	_____	2. _____
3. Installation starts:	_____	3. _____
4. Installation complete:	_____	4. _____

The undersigned manufacturer agrees to pay the Architectural Woodwork Manufacturers Association of Canada (local chapter) the inspection fee based on the contract price shown above, or the contract price at date of substantial completion, if greater. Further, it is agreed that costs for extra inspections as a result of deficiencies noted on a final inspection report will be the manufacturer's responsibility. **AWMAC member firms will be invoiced as Inspection Reports are released. Payments from non-member firms must be received before Inspection Reports are released.**

NOTE: THE MANUFACTURER IS REQUIRED TO TAKE TEMPERATURE AND HUMIDITY READINGS WHEN ON SITE. CALL THE CHAPTER OFFICE FOR A TEMPERATURE AND HUMIDITY FORM.

Dated: _____ Signed: _____

SHOP DRAWINGS, AWMAC SHOP DRAWING COVERSHEET, AND ALL PERTINENT PROJECT DOCUMENTS TO BE DELIVERED TO THE AWMAC CHAPTER OFFICE.