



REQUEST FOR INFORMATION

RFI #: _____

☐ Contractor Name of Business: _____
☐ Subcontractor Address: _____
☐ Supplier City, State, Zip: _____
Phone: _____; Fax: _____; Email: _____

Attn: Ashish Mishra, AIA, NCARB, LEED AP
Mishra Architecture PLLC
6800 S Creek Rd, Charlotte, NC 28277; Fax: (704) 919-5822; Email: ashish@mishraarch.com

Project: _____ Place: _____ Date: _____

Drawing #: _____ Specification Section: _____ Page #: _____

Request:

Attachments: _____

Date Response Needed By:

Signature: _____ Date: _____

FOR DESIGN PROFESSIONAL USE:

Rec'd by: _____ Date: _____
Sent to: _____ Date: _____ Initials: _____

Response:

☐ Supplemental instructions do not constitute a change to the Contract.

☐ Change in scope required. This RFI to be followed by RFP No.: _____
Possible cost or time impact? Yes ☐ No ☐

Signature: _____ Date: _____

Attachments: _____

Cc: _____