

The purpose of this list is to provide a comprehensive contact list for complex projects in order to ensure timely and accurate communication between City staff and the construction team. If this list is required by the City, it shall be completed prior to permit issuance. Please provide additional sheets as needed.

**CONTACT LIST**

|                             |  |                        |  |
|-----------------------------|--|------------------------|--|
| <b>Project Name:</b>        |  | <b>Site Address:</b>   |  |
| <b>Primary Contact:</b>     |  | Relationship to Owner: |  |
| E-Mail:                     |  | Phone:                 |  |
| <b>Owner:</b>               |  | Title/Role:            |  |
| E-Mail:                     |  | Phone:                 |  |
| <b>Architect of Record:</b> |  | Title/Role:            |  |
| E-Mail:                     |  | Phone:                 |  |
| <b>General Contractor:</b>  |  | Title/Role:            |  |
| E-Mail:                     |  | Job/Cell Phone:        |  |
| <b>Project Manager:</b>     |  | Title/Role:            |  |
| E-Mail:                     |  | Phone:                 |  |
| <b>Name:</b>                |  | Title/Role:            |  |
| E-Mail:                     |  | Phone:                 |  |
| <b>Name:</b>                |  | Title/Role:            |  |
| E-Mail:                     |  | Phone:                 |  |
| <b>Name:</b>                |  | Title/Role:            |  |
| E-Mail:                     |  | Phone:                 |  |
| <b>Name:</b>                |  | Title/Role:            |  |
| E-Mail:                     |  | Phone:                 |  |
| <b>Name:</b>                |  | Title/Role:            |  |
| E-Mail:                     |  | Phone:                 |  |

The above list is complete to the best of my knowledge. Changes to the list will be provided to the City in writing.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Please print name: \_\_\_\_\_