DOCUMENT ISSUE RECORD

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Issued To *Name*	*Company*	Number of Copies
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John Roberts		1

Issue Method	
	P P

P - Print **D** – CD or similar **E** – E-mail **F** - Fax

Purpose of Issue	
	3 2

1 – Comment **2** – Information **3** – Approval **4** – Tender **5** – Contract **6** – Construction **7** – As Built

We enclose the documents listed below	Dwg. No. (A/001)	Drawing Scale and Paper Size (1:1250 @ A3)	Date of Issue	28.09.11	28.09.11
				Revisions (0 = Pre Tender Original, No. = Pre Tender, ✓ = Post Tender Original, Letter = Post Tender,)	
site and location plans	A/001	1:100, 1:1250 A1		0	0
existing floor plans	A/005	1:100 A1		0	0
existing elevations 1 of 2	A/007	1:50 A1		0	0
existing elevations 2 of 2	A/008	1:50 A1		0	0
proposed floor plans	A/010	1:100 A1		0	0
proposed elevations 1 of 2	A/012	1:50 A1		0	0
proposed elevations 2 of 2	A/013	1:50 A1		0	0