

| Distribution | SUBJECT | Date |
|---------------------|----------------------|-------------|
| | PLAN DEPOSIT RECEIPT | 09-01-2014 |

The CM will provide the Project Manager with a supply of Specification books and Plans for bidding purposes. The Plans and Specifications will be numbered.

Whenever a prospective bidder wishes to take a set of Plans and Specifications from the construction office, a deposit in the amount of \$100.00 is required. The subcontractor must also fill out the Plan Deposit Receipt, which remains on file in the construction office. If the Plans are not returned to the construction office within seven (7) days, then the \$100.00 deposit check is forfeited to Flynn Development Corporation.

It is the Project Manager's responsibility to see that no Plans or Specifications leave the construction office without obtaining a deposit and a completed Plan Deposit Receipt Form.

The Project Manager will mail the Plan Deposit Receipt Form with the check attached, to the Clearwater Office for all plans which have not been returned after seven (7) days.

EXAMPLE

PEARL LANE APARTMENTS
PLAN DEPOSIT RECEIPT

\$100.00 DEPOSIT REQUIRED

Payable to Flynn Development Corporation

Plan Set Number 1

Bid Document Book Number 1

Person BOB RYAN

Company RYAN'S PAINTING

Street Address 812 S. WATER ST.

City LEESBURG State FL Zip Code 34748

Office Telephone 352-724-1411

Office Fax 352-724-1488

Mobile Phone 352-316-5501

Check Number 2086

Amount \$100.00

Received by IMA D. MANAGER

Attach Business Card

PROJECT 19 FILE CODE 405

EXAMPLE

COPY: 1

CONSTRUCTION BID MANUAL
FOR
PEARL LANE APARTMENTS
AT
UMATILLA, FLORIDA



GENERAL CONTRACTOR:
FLYNN DEVELOPMENT CORPORATION

May 2013