#  Letter of Transmittal

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|  | **LETTER OF TRANSMITTAL****Facilities Management Department** **Campus Box 8034****660 S. Euclid Avenue****St. Louis, MO 63110** | Date:      Project:      Project No:      Subject:      Planner/Project Manager: |
| TO:                          |

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| The Following Items Are Being Sent: | **[x]**  | Attached | **[ ]**  | Under Separate Cover Via:       |
| Copies | Date |  Description |
|       |       | Record Drawings |
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| These Are Transmitted As Checked Below: |
| **[ ]**  | For Approval | **[ ]**  | Approved As Submitted | **[ ]**  | Resubmit       Copy(ies) For Approval |
| **[ ]**  | For Your Use | **[ ]**  | Approved As Noted | **[ ]**  | Submit       Copy(ies) For Distribution |
| **[ ]**  | As Requested | **[ ]**  | Returned For Corrections | **[ ]**  | Return       Corrected Print(s) |
| **[ ]**  | Other:       |

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| Remarks:       |

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| Copy to:       | Signed:       |