



**Parks and Recreation Department  
City of Bellingham**

**SUBSTITUTION REQUEST FORM**

**SUBMITTED TO:** \_\_\_\_\_

**PROJECT:** \_\_\_\_\_

**SPECIFIED ITEM:**

<b>SECTION NO.</b>	<b>PARAGRAPH NO.</b>	<b>DESCRIPTION OF SPECIFIED ITEM</b>
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The Undersigned requests consideration for the following substitution to the specified item.

**PROPOSED SUBSTITUTION**


**ATTACHED DATA:**

Include product description, specifications, drawings, photographs, performance data, and test data, as necessary for evaluation. Clearly identify proposed substitution and portions of data from other items where more than one item is described.

Include description of changes to Contract Documents required by the proposed substitution.

**CERTIFICATION:**

The Undersigned certifies that in addition to the requirements of Section \_\_\_\_\_, the following paragraphs are correct, except as modified by attachments:

1. Proposed substitution does not affect dimensions shown on the Drawings.
2. The Undersigned will pay for changes to building design, engineering design, detailing, and associate construction costs, caused by the requested substitution.
3. Proposed schedule will have no adverse effect on other trades, Construction Schedule, or specified warranty requirements.
4. Maintenance and service parts will be locally available for proposed substitution.
5. Proposed substitution is in compliance with all applicable codes and regulatory requirements.

Undersigned further states that function, appearance, and quality of proposed substitution are equivalent or superior to the specified item.

This form must be submitted in accordance with the project specifications.



**Parks and Recreation Department**  
**City of Bellingham**

**SUBMITTED BY:**

**SIGNATURE:** \_\_\_\_\_

**FIRM:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DATE:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_

**FAX:** \_\_\_\_\_

**LIST ATTACHMENTS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FOR USE BY OWNER:**

\_\_\_\_ APPROVED      \_\_\_\_ APPROVED WITH CONDITIONS      \_\_\_\_ NOT APPROVED

\_\_\_\_ RECEIVED TOO LATE

**BY:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**REMARKS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_