



Division of Administration and Finance
Planning + Design + Construction
PO Box 210186
Cincinnati, OH 45221-0186

RECEIPT FOR DOCUMENTS & MATERIALS DELIVERED

Date: _____

To: _____

From: _____

Project Number: _____ Project Name: _____

RE: Receipt for Documents & Materials delivered to:

On (date) we delivered to the undersigned representative of the Construction Manager the following listed items:

- List of items (represented by dots)

Location Stored: _____

Proper instruction in the use and/or care of the listed items has been given and received.

Architect/Engineer

Title

Deliverer & Instructor

Company

University of Cincinnati

cc: _____

File No.: _____