

Client				Project Nr.	
Submission	Client	?????	Other		

TICK SHEET FOR SUBMISSIONS			Signed		Needed for	
	Description	On file	Client	Draught	Building	Enroach
1	Application					Yes
2	Memorandum					Yes
3	Power of Attorney					Yes
4	Zoning Certificate					Yes
5	SG Diagram					Yes
6	Sewerage Diagram					Yes
7	Copy Title deed					Yes
8	Copy Elect. Bill					Yes
9	Copy Old Building plans					
10	Interpartite agreement					Yes
11	Sectional Title/ Duet					
12	HOA approval letter					
13	Color copy of Plans (1)					Yes
14	B/W copy of Plans (3)					Yes
15	Photo survey					Yes
16	SACAP					Yes
17	Eng. Appointment					

Ready for submission	YES	NO
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Signed _____

Dated _____