



CHANGE ORDER REQUEST FOR FOR PRIVATE DEVELOPEMENTS
NC-7

Date: _____

TO: City of National City
Attn: Engineering Division
1243 National City Blvd., National City, CA 91950
Phone: (619) 336-4380 Fax: (619) 336-4397

Permit Number: _____ Date Issued: _____ Project Start Date: _____

Owner/Developer: _____

Project Address: _____

Design Engineer: _____

Address: _____

Telephone: _____ FAX: _____

Permit Number: _____ Date Issued: _____

Project Start Date: _____ Project Completion Date: _____

CHANGE REQUIRED IS AS FOLOWS:

THIS CHANGE MARKED ON THE DRAWING NO: _____ AS _____
AND INCLUDED IN THE TITLE BLOCK UNDER REVISIONS.

DEVELOPER'S ENGINEER: _____ TELEPHONE: _____
(Signature)

RECEIVED BY ENGINEERING INSPECTOR: _____ Date: _____

RECEIVED BY CITY ENGINEERING: _____ Date: _____

REVIEWED BY ENGINERING: _____ Date: _____

APPROVED: _____ DISAPPROVED: _____

Procedure for processing changes through City:

1. This change order request form to be filled out by the Developer's Engineer and submitted along with a bond print copy of the plan showing the proposed changes.
2. The Developer's Engineer is required to submit five (5) additional copies of the plan and change order form to the City for approval.
3. The City will distribute the approved plan as follows:
 - City Construction engineer
 - City Design Engineer
 - City Engineering Inspector
 - Developer's Engineer
 - Contractor/Developer