



## Plans and Specs Order Form

Project Name: \_\_\_\_\_

Pre-Bid Conference: \_\_\_\_\_

Bid Opening: \_\_\_\_\_

GMC Project No.: \_\_\_\_\_

**Requestor Information (check one):**

Contractor ☐ Sub-Contractor ☐ Supplier/Mfr. ☐ Plan Room ☐

Contact Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address (No PO Box): \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

License # (if applicable): \_\_\_\_\_

Method of Delivery:

Digital set (via One Drive link) ☐

Additional comments or requests: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**\*Return completed form to email address below to obtain documents**

[ashlynn.adelman@gmcnetwork.com](mailto:ashlynn.adelman@gmcnetwork.com)