



PRE-JOB CHECK LIST

Date: _____

Tract No. _____

I.P. No.

ITEM NO.	DESCRIPTION	STATUS √ if complete
1.	BLUELINES/MYLARS	
2.	EASEMENTS (IF APPLICABLE)	
3.	ELECTRONIC COPY OF PLANS ON CD	
4.	FEES PAID	
5.	INSPECTOR ASSIGNED	
6.	LETTER OF CREDIT	
7.	CONTRACTOR DATA SHEET	
8.	WATER AND/OR SEWER CONSTRUCTION AGREEMENT	
9.	SUBMITTALS	
10.	ADMINISTRATION	
11.	WATER/SEWER FACILITY FEE AGREEMENT	
12.	PARK OBLIGATION	
13.	CFD FORMATION	
14.	LMD ANNEXATION	
15.	OTHER	

APPROVED FOR PRE-JOB MEETING

Bob Frusher Development Engineering Supervisor

DATE: _____

Pre-job meeting will be scheduled only upon completion of the items identified above and authorization by the Development Engineering Supervisor

Pre-Job Meeting Date: _____ Time: _____

Location: _____