

# As-Built Drawings Submission Format

## Commercial Site

### 1. Project Information

Project Name:

Site Address:

Project Reference No.:

Owner/Client:

Consultant:

Contractor:

Submission Date:

### 2. Drawing List

Drawing No.	Drawing Title	Revision	Date	Prepared By
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....

### 3. Submission Details

Submission Type:

Format (PDF, DWG, etc.):

Number of Sets:

Media (USB, CD, Cloud, etc.):

### 4. Certification

Prepared by (Name/Sign/Date):

Checked by (Name/Sign/Date):

Approved by (Name/Sign/Date):

### 5. Notes & Attachments

- Attach all relevant as-built drawings with latest revisions.
- Include all consultant/authority comments and responses.
- Ensure digital copies are properly labeled and organized.
- Provide legend, north arrow, and scales on all drawings.

*\*This document serves as a sample submission format. Please update as per project or regulatory requirements.*