Request For A Transmittal Involving Common Area Facilities

(To be attached to the proposal questionnaire)

Transmittal #____

(Transmittal Number is assigned by Transmittal Sub-Committee Chair)

Date _____ **Club/**Other _____

Transmittal Topic_____

Submit this packet, when complete, to the Activity Director to start the routing process.

Activity Director Received……..**Date**_____

TRANSMITTAL SUB-COMMITTEE ACTION

Date: _____

PLANNING COMMITTEE ACTION

Date:_____

SOCIAL BOARD ACTION

Date: _____

CONDO BOARD ACTION

Date: _____

GENERAL MANAGER/ACTIVITY DIRECTOR ACTION

Date: _____

Revised 1/10/11