Resubmittal Requirements: All revision/correction submittals MUST contain the following:
1. A completed City of Rosenberg Revision/Correction submittal form;
2. TWO (2) HARDCOPIES and ONE (1) CD or emailed DIGITAL COPY (in PDF format) of CLEAN revised plans & the copy of plans that was most recently redlined by the City. Digital Copies MUST contain the ENTIRE SET of plans for the project.
3. A written letter to the City that shows an itemized summary of your submittal (must include sheet and detail numbers);
4. All changes MUST BE CLOUDED or HIGHLIGHTED on each plan set

**ABSOLUTELY NO UNBOUND PLANS WILL BE ACCEPTED – NO EXCEPTIONS!**

Property Address: ____________________________
Project Name: _______________________________
Contact Person: ______________________________
Phone: ____________________________
E-Mail: ____________________________

TYPE OF SUBMITTAL:
( ) REVISION: A change the applicant has made to a plan that is either:
1. An approved plan already issued by the City or
2. A project under current plan review
( ) CORRECTION: An applicant response to a correction letter written by the City to the applicant

Permit Issued? ( ) Yes ( ) No

Please describe revision/correction submittal:

__________________________

Sheets Affected: __________ __________ If more than two (2) sheets will be changed, please attach a 2nd page.
Revisions on issued permits only require submittal of the affected sheets.

For City Use Only:

<table>
<thead>
<tr>
<th>Checked By</th>
<th>Approved/ Denied</th>
<th>Date</th>
<th>Initial</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ 1. Building</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ 2. Fire</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ 3. Engineering</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ 4. Health</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ 5. Planning</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ 6. Utilities</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>