

# City of Southfield, MI --- MODIFIED SCOPE OF WORK FORM

Section 1 of 3 - General Information <sup>*(+)</sup>					
REQUESTING MODIFICATION			Date Submitted (mm/dd/yyyy):		
Company Name:					
Company Address:					
City:		State (XX):		Zip Code:	
Primary Contact (Name, Title):					
Phone:		Email:			

Section 2 of 3 - Reference Information <sup>*(+,1)</sup>		
Permit Number:	or Bond Number:	
Modification Fee (\$):	Included: <input type="radio"/> YES <input type="radio"/> NO <input type="radio"/> N/A	
Payment Type <sup>(2)</sup> :	<input type="radio"/> Forfeit from Bond <input type="radio"/> Check <input type="radio"/> Other (Please Specify):	
Briefly describe why this request for a modified scope of work is required:		

Section 3 of 3 -Additional Material <sup>(+)</sup>	
ATTACHMENTS	
Please check all items that have been included as part of this permit application:	
<input type="radio"/>	<b>(A)</b> If a designated entity is requesting a modified scope of work on behalf of the permit owner, please include documentation from the permit owner authorizing such action.
<input type="radio"/>	<b>(B)</b> Please attach plan review material to be revised and approved. *

REFERENCES
<p><b>(*)</b>: Required fields. If a section heading is marked as required, all subsection fields are required.</p> <p><b>(+)</b>: If a field does not have sufficient space to list requirements, please include an attachment with the necessary information. Attachments should clearly indicate the name of the field for which the information is being provided.</p> <p><b>(1)</b>: Please see the permit application for modified scope of work fees.</p> <p><b>(2)</b>: If an entity other than the Bond Holder is submitting this request form and requesting that a fee be forfeited from an existing bond, documentation must be attached demonstrating that the Bond Holder has agreed to such action.</p>

ENGINEERING DEPARTMENT USE ONLY	
Notes:	