**ARCHITECT SUBMITTAL LOG TEMPLATE **

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| **PROJECT ID** | **PROJECT NAME** | **LOCATION** | **CONTRACTOR** |
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|  | **ITEM ID** | **ITEM NAME** | **PARTY RESPONSIBLE** | **DATE RECEIVED** | **REFERRED** | **STATUS** | **DATE RETURNED** | **COPIES TO** |
| **REFERRED TO** | **DATE SENT** | **DATE RETURNED** |  **PENDING** |  **APPROVED** |  **APPROVED AS NOTED** |  **DISAPPROVED - RESUBMIT** |  **INCOMPLETE - RESUBMIT** |  **DISAPPROVED** |  **FILE** |  **FIELD** |  **OWNER** |  **CONTRACTOR** |
| 1 |   |   |   |   |   |   |   |  |  |  |  |  |  |   |  |  |  |  |
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