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|  |  |  |  | [Company Logo] |
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| Construction RFI Template |
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| **Project Name:** |   |
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| **Project Location:** |   |
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| **RFI#** | **Request Date** | **Response Due Date** |
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| **RFI Summary** |
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| **RFI Question** |
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| Name and job title: | Email: |
| Company: | Phone: |
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| **RFI Response** |
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| Name and job title: | Email: |
| Company: | Phone: |