

# SAN DIEGO INTERNATIONAL AIRPORT

## Application for Tenant Improvement Project Approval

CONCEPT APPROVAL			
Tenant Legal Name and Address			Date
Tenancy Business (DBA) Name		Project Location: San Diego International Airport <sup>1</sup>	
Signature – Owner/Officer	Printed Name – Owner/Officer	Telephone Number	E-Mail Address
<b>PROJECT DESCRIPTION (ATTACH ADDITIONAL PAGES, IF REQUIRED)<sup>1</sup>:</b>			
2 – Bond Sets of Concept Plans Received (Floor Plan, Elevation, and Colored Renderings) and Electronic Copy (PDF/JPEG)			
2 – Material Sample Boards (depicting all materials, finishes, and locations) and Electronic Copy (PDF/JPEG)			
Project Schedule/Timelines including Key Milestones			
Project Cost Estimate (Attach Additional Pages, If Required)		\$	
Other			

CONSTRUCTION DOCUMENTS APPROVAL		
<b>SUBMITTED:</b>		
Permitted Construction Documents – Printed Copy and Electronic Copy (PDF & CAD) <sup>2</sup>		
Specifications – Printed Copy and Electronic Copy <sup>2</sup>		
Updated Material Sample Boards (depicting all materials, finishes, and locations) – 1 Board and Electronic Copy (PDF/JPEG)		
Airport Terminal Map Highlighting Project Location		
Proposed Architect/Engineer		
Proposed Contractor	Telephone Number	License Number
Estimated Construction Commencement Date	Estimated Construction Completion Date	

CONSTRUCTION / CLOSEOUT – AUTHORITY USE ONLY	
Punch List Corrections Completed	Copy of Signed-Off Permit Card Received
Copy of Record Drawing Received	Bond/Deposit/Retention/Security Funds Released – Date:
Other:	

<b>FOOTNOTES:</b>	<ol style="list-style-type: none"> <li>1. Please contact Real Estate Management if additional assistance is required.</li> <li>2. Number of Printed Copies submitted for TI Project Plan Approval will be determined at Concept Approval.</li> </ol>
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SUBMIT TENANT PROJECT TO:
Troy Ann Leech, Director, Real Estate Management, SDCRAA Street Address: 2320 Stillwater Road, San Diego, CA 92101-1022 Mailing Address: P.O. Box 82776, San Diego, CA 92138-2776 Telephone: 619-400-2575 • Fax 619-400-2576 • E-Mail: TIP@san.org