



# Final Acceptance Submission Cover Sheet - AA - SCS - 09

## Requirements for Final Acceptance Submissions Attachment A

**Project Title**

**Project description**

**Developer's /Client's details**

**Name of the entity**

**Address**

**Contact person**

**E-mail**

**Tel. number**

**Applicant details**

**Company**

**Contact person**

**Address**

**E-mail**

**Tel. number**

These documents are submitted for audit and comments or endorsement.

All documents are in accordance with the design brief and have been prepared in accordance with the Requirements detailed in Reference Document AA-REF-09 Requirements for Submission Requesting Final Acceptance (Ref-09).

**Note:** The Submission must be complete and include all the elements for the Works. TCCS will not accept incomplete Submissions or Submissions from individual consultants for separate elements of the Works. Where TCCS considers the Submission to be incomplete, the Applicant will be advised within five working days following receipt of the Submission to this effect and will be requested to collect the Submission from TCCS offices. Assessment will not commence until a complete Submission has been received.

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**Prepared by**

**Date**

	Yes	No	Office use only
Certification by the consultant (clause 5.2.1)			

	Yes	No	N/A	Office use only
List of Defects rectified since Operational Acceptance (clause 5.2.2)				
Marked up A1 size drawings marked up to locate the rectification work (clause 5.2.2)				
Photos of defects rectified since issue of certificate of Operational Acceptance and cross referenced with the mark up drawings (clause 5.2.2)				
Cover letter from Suburban Land Agency coordinator				

**Elements of works and submission status**

	1st submission	2nd submission	3rd or following submission
<b>Civil</b>			
<b>Landscape</b>			
<b>TCD</b>			
<b>Public lighting</b>			

As per "Fees and charges Guideline to the Industry" fees apply for the assessment of the 3rd and the following submissions.

**Office use only**

Compliance with documentation requirements of Reference Document 09

	Compliant	Not compliant
Submission		

Checked by

Date