

Annex D: Checklist to Submit to City of Richmond

Project Address: _____

Make sure to check “✓” each box for all applicable items below that relate(s) to the above project. This checklist is required for plan review. Submit either on the plans or as a separate PDF document.

Section A: General Requirements for All Projects

01 _____	02 _____	03 _____	04 _____	05 _____	06 _____	07 _____	08 _____	09 _____	10 _____
11 _____	12 _____	13 _____							

Section B-1: General Requirements

01 _____	02 _____	03 _____	04 _____	05 _____	06 _____	07 _____	08 _____	09 _____	10 _____
11 _____	12 _____	13 _____	14 _____	15 _____					

Section B-2: Code Requirements

01 _____	02 _____	03 _____	04 _____	05 _____					
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Contractor/Master Electrician Sign-off:

Contractor License #: _____

DCJS License #: _____

Master License #: _____

Print Name: _____

Signature: _____

Date: _____

Engineer’s Signed/Seal: