



PRE-CONSTRUCTION MEETING SIGN IN SHEET

Project Name: _____
 Project Number: _____
 Date: _____

All Team members listed below must be in attendance or the meeting will be rescheduled. By completing and returning this sheet, you acknowledge that you understand all items within the enclosed Pre-Construction Packet must be completed prior to release of water meter(s) and certificate(s) of occupancy.

NAME	EMAIL	COMPANY	TELEPHONE #	Toho Attend (Initial)
<u>Mgr of Private Dev. & Inspection Services</u> Ray Biron	rbiron@tohowater.com	Toho Water Authority	407.944.5029	
<u>Development Project Mgr.</u>		Toho Water Authority		
<u>Toho Senior Inspector</u> David Thomas	dthomas@tohowater.com	Toho Water Authority	407.414.7925	
<u>Toho Inspector</u>	Based on project location, Inspectors are assigned per zone	Toho Water Authority	TBD	
<u>Engineer of Record</u>				
<u>Owner/Developer Rep.</u>				
<u>Underground Contractor</u>				
<u>General Contractor</u>				
<u>Contractor's Surveyor</u>				
<u>Geotechnical Engineer</u>				
Florida Underground Utility Contractor License Number	CUC-			