



JCR-BP-3
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PLAN DEPOSIT GUARANTEE

RECOMMENDATION:

Plan deposit should approximate cost of reproducing plans and specifications. The minimum plan deposit should be \$50.00.

COMMENTS:

- A. Plan deposit should be totally refunded to the bidders who submit a bona fide bid and return the documents in good condition within ten (10) days after notification of award or request to return plans. Deposits will also be returned to contractors not submitting bids provided they notify the architect of their intention to bid and return plans at least five (5) days prior to bid date.
- B. Owner distribution by standard mail, etc. Overnight costs to be borne by the requestor.
- C. Reference in: Advertisement for Bidders, Supplementary to Bidders, Supplementary Instructions to Bidders, Invitation to Bid.

Rev. 02/04

End of JCR-BP-3

This recommendation, while not mandatory, is the diligent work of a committee which is drawn from a cross section of the construction industry represented by architects and general contractors. The committee presents this recommendation with the expectation that it will be adhered to voluntarily.