|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **The Operations & Maintenance Binder is included in the transferal of this project to Facilities Operations & Maintenance. Enclosed documents are detailed in the Closeout Checklist located in the Closeout folder of this Project folder.*****Please refer to the Closeout Checklist located in the Closeout folder of this Project Folder to reference the location of other project documentation.***

|  |  |
| --- | --- |
| **Date** | **Signature** |
|   |   |

 |



From: Facilities, D&C

Project:

Project Manager:

Date:

# Letter of Transmittal

To: Facilities, O&M