

# INFORMATION REQUEST FORM



FAX:

FROM:

DATE:

TO:

PROJECT:

IPI ORDER NO:

DEALER P.O. #

**IN ORDER TO MAKE CUSTOMER APPROVAL PRINTS (C.A.P.) ON THE ABOVE PROJECT, WE MUST HAVE THE FOLLOWING ARCHITECTURAL DRAWINGS:**

- PROJECT SPECIFICATIONS** – Section we are involved with, usually 11480. Also any addendums pertaining to this contract
- FLOOR PLAN LAYOUT** – Showing backstop locations / building dimensions. Usually an 'A' drawing. Check architecturals also for "court striping layout".
- FLOOR STRIPING PLAN** – Shows court layouts and sometimes backstop locations. Floor plan sometimes tells where to locate it.
- INTERIOR BUILDING SECTIONS** – Showing cross-sections of building from both directions. Usually an 'A' drawing. Could be more than one sheet. Do not need / want exterior building sections.
- WALL SECTIONS** – Showing wall structure of walls near backstops. Usually an 'A' drawing. Could be more than one sheet.
- ROOF FRAMING PLAN** – Showing roof structure. Usually an 'S' drawing. Do not mistake 'Roof Plan' (shows items on top of roof) for roof framing plan.
- ROOF STRUCTURAL DRAWING** – Any drawings showing details of roof structure. Usually 'S' drawings. (Joists, Trusses, Girders, etc.)
- HVAC PLAN** – Showing ductwork / mechanical units. Usually 'M' drawings.
- RIGID FRAME DRAWINGS & CALCULATIONS** – from building manufacturer (If building is pre-engineered structure)

**NOTES:**

- 1.) **PRIOR TO SENDING ARCHITECTURALS, CHECK EACH DRAWING, ESPECIALLY FLOOR PLAN, FOR POSSIBLE NOTES INDICATING OTHER SHEETS CONCERNING BACKSTOPS &/OR BUILDING STRUCTURE, (EX.: "SEE A-29 FOR BACKSTOP STRUCTURE").**
- 2.) **DRAWINGS REDUCED THROUGH THE FAX WILL NOT BE ACCEPTABLE.**

**Additional Information Required:**

PLEASE RESPOND TO THE LOCATION OF ORIGIN AS INDICATED BELOW:

IPI by Bison  
**ATTN: IPI**  
603 L Street  
Lincoln, Nebraska 68508  
Phone: (402) 474-3353, Fax: (402) 474-6720

***Re-submittals that result from inadequate information being supplied will be produced at the dealer's expense.***

**IF ALL INFORMATION REQUESTED ABOVE HAS BEEN SENT PLEASE DISREGARD THIS REQUEST**