

PROOF OF SITE VISIT

Commercial Duct Cleaning

This is to verify that _____, a representative of _____, visited the State Correctional Institution at Rockview, for the purpose of evaluating the type and quantity of equipment, supplies, and manpower required to perform Commercial Duct Cleaning in the Mental Health Unit in the Treatment Building. This document shall serve as written proof of visit when completely executed and signed by an authorized representative of the State Correctional Institution. The Maintenance Manager or his designee should keep a copy, and the vendor must submit a copy with the bid.

Vendor's Printed Name and Signature

Date

Maintenance Representative

Date