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| **C6954** | **Contract Number:** | Type here |
|  |
| To | Type here | DTD number | Type here |
| Email/fax number | Type here |
| Total no. of pages | Type here |
| Attention | Type here |
| Sender’s name | Type here |
| Sender’s phone number(if transmission errors) | Type here |

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| Authorisation |
| For and on behalf of the Principal |
| Name/Position | Signature | Date |
| Type here |  | Type here |
|  |
| Transmittal Record |
|  | DAY |    |    |    |    |    |    |    |    |    |    |    |    |
|  | MONTH |    |    |    |    |    |    |    |    |    |    |    |    |
|  | YEAR |    |    |    |    |    |    |    |    |    |    |    |    |
|  |  |    |    |    |    |    |    |    |    |    |    |    |    |
| Drawing No. | Drawing Title | Issue |
| Type here | Type here |    |    |    |    |    |    |    |    |    |    |    |    |
| Type here | Type here |    |    |    |    |    |    |    |    |    |    |    |    |
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| Distribution List |
| Transport and Main Roads |    |    |    |    |    |    |    |    |    |    |    |    |
| QR |    |    |    |    |    |    |    |    |    |    |    |    |
| BCC |    |    |    |    |    |    |    |    |    |    |    |    |
| LA |    |    |    |    |    |    |    |    |    |    |    |    |
| Telstra |    |    |    |    |    |    |    |    |    |    |    |    |
| Energex |    |    |    |    |    |    |    |    |    |    |    |    |
| Other |    |    |    |    |    |    |    |    |    |    |    |    |
| Type here |    |    |    |    |    |    |    |    |    |    |    |    |
| Reason for Issue |
| A - Approval C - Construction I - Information T - Tender P - Preliminary O - Other |    |    |    |    |    |    |    |    |    |    |    |    |