

SECTION 01 2501
SUBSTITUTION REQUEST FORM

IDENTIFICATION:

Owner: _____

Contractor: _____

Design Professional: _____

Project Name: _____

Project Number: _____

Substitution Reason: ☐ For Cause ☐ For Convenience Date: _____

REFERENCE:

Substitution Request Title: _____

Substitution Request No.: _____

Specification Title: _____

Specification No.: _____

DESCRIPTION:

Manufacturer's Name: _____

Model No.: _____

Trade Name: _____

Installer: _____

Proposed Substitution General Description: _____

EXPLANATION:

Reason for not providing specified item: _____

Differences between proposed substitution and specified item: _____

Proposed substitution affects other parts of work as follows: _____

Saving to Owner for accepting substitution: _____

Change to Contract Time due to accepting substitution:: _____

CERTIFICATION:

The Undersigned certifies:

- Proposed substitution has been investigated and determined that it meets or exceeds the quality level of the specified product.
- Same warranty will be furnished for proposed substitution as for specified product.
- Same maintenance service and source of replacement parts, as applicable, is available.
- Proposed substitution will have no adverse effect on other trades and will not affect or delay progress schedule.
- Cost data as stated above is complete. Claims for additional costs related to accepted substitution which may subsequently become apparent are to be waived.
- Proposed substitution does not affect dimensions and functional clearances.
- Payment will be made for changes to building design, including A/E design, detailing, and construction costs caused by the substitution.
- Coordination, installation, and changes in the Work as necessary for accepted substitution will be complete in all respects.

FANNIN COUNTY REC CENTER – PHASE I
BLUE RIDGE, GA
PRAXIS3-24184

01 2501-3
SUBSTITUTION REQUEST FORM
MAY 22, 2026

Submitted and Signed by: _____
Name: Title:

Firm: _____

Address: _____

Telephone: _____

ATTACHED SUPPORTING DATA:

☐ Drawings ☐ Product Data ☐ Samples ☐ Tests ☐ Reports ☐ _____

A/E's REVIEW AND ACTION:

- ☐ Substitution approved – Make submittals in accordance with Specification Section 01 2500.
- ☐ Substitution approved as noted – Make submittals in accordance with Specification Section 01 2500.
- ☐ Substitution rejected – Use specified materials.
- ☐ Substitution Request received too late – Use specified materials.

Signed by: _____

ADDITIONAL COMMENTS:

END OF SECTION 01 2501