



Building/Contents/Portable - Add/Update/Delete Form

PLEASE COMPLETE FOR (EACH) BUILDING, CONTENTS, PORTABLE

Date:

District:

Contact Person:

Contact Email:

Fax #:

Building Information

School:

Building Name:

Building #

Building Address:

I. Building Change Type:

New Building:

Building Addition:

Demolition/Removal:

New Portable:

II. Date of Change/Acceptance:

Facility Owned Facility:

Leased Brief:

III. Description (usage):

IV. Occupancy:

V. Building Replacement Cost (excluding land, site improvements):

VI. Contents and Equipment Replacement Cost:

Supplemental Building Data

Please complete this section for **New Building** and/or **Building Addition**

Square Footage:

OR Dimensions (in Feet):

Length:

Width:

Year Built:

Automatic Sprinkler: Yes

No

Construction Type: Wood:

Frame:

Intrusion Alarm: Yes

No

Number Of Stories:

Fire Detection System: Yes

No

Fire Protection Class:

Supplemental Portable Data

Please complete this section for **New Portable**

If portable is leased, a copy of contract must be attached

Square Footage:

or Dimensions (in Feet):

Length:

Width:

Year Built:

Foundation:

Yes

No

Construction Type: Wood:

Frame:

Plumbing:

Yes

No

Installation Costs:

Please return to RESIG P&L Department; Nicole Thysell nthysell@resig.org

For questions, call 707-836-0779 ext. 121 or 106