**[A blue background with white text

Description automatically generated](https://jp.smartsheet.com/try-it?trp=78016&utm_language=JP&utm_source=template-word&utm_medium=content&utm_campaign=ic-Construction+Submittal-word-78016-jp&lpa=ic+Construction+Submittal+word+78016+jp)建築・建設提出書類フォーム テンプレート**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **組織/団体名** | | | | | | | | | | | | | | | | | | | | |  | 建築・建設提出書類 | | | | | | | | | | | |
| 123 Main Street, Anytown, State 12345 | (321) 654-9870 | email@address.com | | | | | | | | | | | | | | | | | | | | | |
| **提出書類 ID** | | | | **プロジェクト ID** | | | | | | | **プロジェクト名** | | | | | | | | | | | | | | | | | | | **日付** | | | |
|  | | | |  | | | | | | |  | | | | | | | | | | | | | | | | | | |  | | | |
| 提出先 | | | | | | | | | | | 提出書類タイプ | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | |  | | 店舗図面 | | |  | | 製品データ | | |  | 情報のリクエスト | | |  | | 会社フォーム/ 品質記録 | | |  | | 品質システム ドキュメント | |
|  | | その他 (説明): | | |  | | | | | | | | | | | | | | | | | |
| 提出書類の説明 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 添付ファイル/リンク | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| コメント | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
| クライアント窓口 | | | | | | | | | | | ステータスの確認 | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | |  | | 保留中 | | |  | | 承認済み | | |  | 前述通り承認 済み | | |  | | 不承認  - 再提出 | | |  | | 未完了  - 再提出 | |
|  | | その他 (説明): | | |  | | | | | | | | | | | | | | | | | |
|  | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
| **準備担当者** | | | | | | **準備担当者の役職** | | | | | | | | **日付** | | | | | | **承認者** | | | | **承認者の役職** | | | | | | | | **日付** | |
|  | | | | | |  | | | | | | | |  | | | | | |  | | | |  | | | | | | | |  | |
| **組織/団体名** | | | | | | | | | | | | | | | | | | | | | | | | 建築・建設提出書類変更指示 | | | | | | | | | | |
| 123 Main Street, Anytown, State 12345 | (321) 654-9870 | email@address.com | | | | | | | | | | | | | | | | | | | | | | | |
| **変更 ID** | | | **プロジェクト ID** | | | | | **プロジェクト名** | | | | | | | | | | | | | | | | | | | | | | | **日付** | | | |
|  | | |  | | | | |  | | | | | | | | | | | | | | | | | | | | | | |  | | | |
|  | | | | | | | | | | 変更依頼者 | | | | | | | | | | | | | | | | | | | | | | | | |
| 提出先 | |  | | | | | | | |  | | 自身/会社 | | | | |  | クライアント | | | |  | 建築士 | | |  | | エンジニア | | | | | | |
| 提出者 | |  | | | | | | | |  | | 建設/建築マネージャー | | | | |  | 条例執行職員 | | | |  | その他 (説明): | | |  | | | | | | | | |
| 変更指示の説明 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 弁明 | | | | | | | | | | | | | | | | | | | | | | | | 関連文書 | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | |
| **時間/スケジュールへの影響** | | | | | | |  | | はい | | | | | | |  | | いいえ | | | | | | 日数: | | | | |  | | | | | |
| 時間/スケジュールに影響を与える理由 | | | | | | | | | | | | | | | | | | | | | | | | 関連文書 | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | |
| **予算への影響** | | | | | | |  | | はい | | | | | | |  | | いいえ | | | | | | 金額 $: | | | | |  | | | | | |
| 予算に影響を与える理由 | | | | | | | | | | | | | | | | | | | | | | | | 関連文書 | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | |
| **クライアント承認者** | | | | | **役職** | | | | | | | | | | **承認日** | | | | **組織/団体承認者** | | | | | **役職** | | | | | | | | | **承認日** | |
|  | | | | |  | | | | | | | | | |  | | | |  | | | | |  | | | | | | | | |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **組織/団体名** | | | 設備および資材 | |
| 123 Main Street, Anytown, State 12345 | (321) 654-9870 | email@address.com | | |
| **準備担当者** | **プロジェクト ID** | **プロジェクト名** | | **日付** |
|  |  |  | |  |
|  |  | | |  |
| **アイテム ID** | **アイテム名** | **使用目的** | **承認要件** | **コメント** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **組織/団体名** | | | プロジェクト供給元ログ | | |
| 123 Main Street, Anytown, State 12345 | (321) 654-9870 | email@address.com | | |
| **準備担当者** | **プロジェクト ID** | **プロジェクト名** | | | **日付** |
|  |  |  | | |  |
|  |  | | | |  |
| **アイテム ID** | **製品名/モデル** | **メーカー** | **説明** | **関連タスク** | **サプライヤー** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |
| --- |
| **– 免責条項 –**  Smartsheet がこの Web サイトに掲載している記事、テンプレート、または情報などは、あくまで参考としてご利用ください。Smartsheet は、情報の最新性および正確性の確保に努めますが、本 Web サイトまたは本 Web サイトに含まれる情報、記事、テンプレート、あるいは関連グラフィックに関する完全性、正確性、信頼性、適合性、または利用可能性について、明示または黙示のいかなる表明または保証も行いません。かかる情報に依拠して生じたいかなる結果についても Smartsheet は一切責任を負いませんので、各自の責任と判断のもとにご利用ください。 |