



YEG

EDMONTON
INTERNATIONAL
AIRPORT

Request for Information

Date:

Applicant Information

Company:	
Applicant:	
Job Title:	
Phone Number:	
Cell Phone:	
Email:	

Is this request on behalf of an Edmonton Airports' Project? ☐ Yes ☐ No

Project Information

- ☐ International Cargo Hub (ROG-PF231004)
- ☐ YEG Air Cargo Hydrant Fueling (AOG-PF201003-02)
- ☐ North Terminal Redevelopment (AOG-PF251001-01)
- ☐ North Tower Redevelopment (AOG-PF231017)
- ☐ Terminal Modernization Phase 1 (AOG-PF251001-02)
- ☐ Other (please fill out below)

EA Project Name:	
EA Project Number:	
Project Manager:	
Phone:	
Cell phone:	
Email:	

Has the project manager approved this request? ☐ Yes ☐ No

This request will be submitted to the project manager for approval prior to processing.

Has this request been included in or is the result of a work plan? ☐ Yes ☐ No

Please provide the work plan number:

Are you the tenant? ☐ Yes ☐ No

Name of Tenant Enquiry is
Being Made For:

Tenant's Authorized
Representative:

Job Title:

Phone Number:

Email:

Your Edmonton Airports' Leasing Representative:

Is this request for either an approved Facility Alteration Permit or one currently under review? ☐ Yes ☐ No

FAP Number:

Complete this section to request a drawing package review

Have these drawings been reviewed by Edmonton Airports before?

☐ Yes ☐ No

If yes, at what stage?

Please choose the disciplines are included in the design:

Architectural/interior

☐

Mechanical

☐

Electrical

☐

Structural

☐

Civil

☐

Operational

☐

Fire Suppression

☐

System (e.g. baggage,
elevator)

☐

Other

☐

Provide Detail:

The review team may differ depending on the complexity of the project. Please provide the names of the people you wish to review the drawings.

Required reviewers:

When does the review need to be completed and comments returned to you by?

Note: You are responsible for setting up any required meetings and coordinating all comments that ensue from the design review.

To Upload the files to Docsend:

Ensure to zip your files

Link: <https://flyeia.docsend.com/view/csb3rqxaeum9niz>

Complete this Section to request a Final Deliverable submission Review

EA Project Name:	
EA Project Number:	
Project Manager:	
Phone:	
Cell phone:	
Email:	

Date Required By:	
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I am submitting:

Operation and Maintenance Manuals	☐
Record Drawings	☐
Other: (Please specify)	

Disciplines:

Civil	☐
Architectural	☐
Baggage	☐
Electrical	☐
Fire Protection	☐
Landscaping	☐
Mechanical	☐
Structural	☐
Other: (Please specify)	

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Ensure to zip your files

Link: <https://flyeia.docsend.com/view/csb3rqxaeum9niz>

Complete this section to request information and/or drawings

Date Required By:

Airport:

Building Number or Address
(If applicable)

Discipline:

Provide detail for other or list multiple disciplines:

Information Required:

Other or provide multiple documentation types required.:

Drawing Types:

Format:

Size:

Additional Detail:

Document Types:

Additional Detail:

Description of Information Required:

Reason Required:

Attachments (Please include when emailing your form or upload to our docsend site):

To Upload the files to Docsend:

[Ensure to zip your files](#)

Link: <https://flyeia.docsend.com/view/csb3rqxaeum9niz>

Submit Request

Please download the form to your computer first in order to submit electronically

A notice confirming the receipt of your request will be sent by:

Technical Services within 24 hours (one business day).

For problems submitting, please contact Technical Services at 780-890-6763.

For questions regarding your request status, please contact Technical Services at techserv@flyeia.com