SAN DIEGO INTERNATIONAL AIRPORT

APPLICATION FOR TENANT IMPROVEMENT PROJECT

Conceptual Approval (must obtain Authority Contract Manager's approval prior to submitting this TI Application)

All fields marked with an asterisk * are required and must be filled out

Tenant Legal Name*	Address*		Date*

Tenancy Business (DBA) Name*	Project Location: San Diego International Airport*	Other Location:

Please initial to acknowledge and confirm that you have read the requirements set forth in the Concessions Design Manual*

Printed Name – Owner/Officer*	E-Mail Address*	Telephone Number*

Authority Contract Manager Name*	Department Name*	Approval Date*

PROJECT DESCRIPTION (Be Specific)*

Design and Construction Requirements

Project Manager Name (Point of Contact)*	Telephone Number*	E-Mail Address*

Proposed Architect/Engineer	Telephone Number	E-Mail Address

Proposed Contractor	Telephone Number	E-Mail Address

Estimated Project Cost*	Estimated Construction Start & Completion Dates*	Signature – Owner/Officer*
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Provide Supporting Documents, if required:

☐ Concept Plans* (Floor Plan, Elevation, and Colored Renderings) and/or Electronic Copy* - Required

☐ Specifications and Plans (Floor Plan, Elevation, and Colored Renderings, etc.) and/or Electronic copy

☐ Project Schedule/Timelines including Key Milestones* - Required

☐ Airport Terminal Map Highlighting Project Location* - Required

☐ Updated Material Sample Boards (depicting all materials, finishes, and locations) and/or Electronic Copy

☐ Other

Notice to Proceed & Closeout Requirements

Refer to Concessions Design Manual (CDM or NCDM) for Notice to Proceed Construction & Project Closeout Requirements

Submit Tenant Improvement Application to: TI Project Manager, Airport Design & Construction, SDCRAA

E-Mail: TIP@san.org
Street Address: 3032-A N. Harbor Dr, San Diego, CA 92101 ● Mailing Address: P.O. Box 82776, San Diego, CA 92101

ADC Tenant Improvement Project Acceptance: