



American Concrete Institute
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Document for TAC Review - Submittal Checklist

Document Title:

Document Type:

Date Submitted to ACI Staff:

The following items should be included in your submittal to ACI Staff:

Document in MS Word

Summary of Revisions

Ballot summary - A complete ballot summary includes three items:

1. Title(s) and opening date(s) of appropriate web ballot(s)
2. TAC Contact correspondence showing approval for any shortened balloting periods (less than 30 days); and
3. Related committee meeting minutes

List ACI technical committees that should review this draft document for conflicts:

Email checklist and submittal to shannon.banchero@concrete.org or Denise.Pedersen@concrete.org.