



## Non-Conformance Report (NCR)

Project Name: \_\_\_\_\_  
Project No. \_\_\_\_\_  
Contractor: \_\_\_\_\_

NCR No. \_\_\_\_\_  
Date: \_\_\_\_\_

Subject \_\_\_\_\_  
\_\_\_\_\_

Spec. Section \_\_\_\_\_  
Dwg. Ref. \_\_\_\_\_

### Item of Non-Conformance/Corrective Action Required

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Reported By \_\_\_\_\_

Date \_\_\_\_\_

### Contractor Response, Intended Method and Date of Repair

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Contractor Signature \_\_\_\_\_

Date \_\_\_\_\_

Proposed corrective action: ☐ Approved by \_\_\_\_\_  
☐ Not Approved

Date \_\_\_\_\_

Verification of corrective action completed by \_\_\_\_\_

Date \_\_\_\_\_

This notice is not authorization for an increase in contract amount or an extension of the contract completion date. Notification must be given in accordance with the contract documents, if any response causes a change to the contract documents.