## APPROVAL/VARIATION REQUEST COMMENT SHEET

1. Page ________ of _________

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<thead>
<tr>
<th>2.</th>
<th>□ APPROVAL REQUEST</th>
<th>3.</th>
<th>□ VARIATION REQUEST</th>
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<tbody>
<tr>
<td>4.</td>
<td>AR/VR No. ___________</td>
<td>5.</td>
<td>PO/Subcontract No. ___________</td>
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<td>6.</td>
<td>Organization ___________</td>
<td>7.</td>
<td>Reviewer ___________</td>
</tr>
<tr>
<td>8.</td>
<td>Comment:</td>
<td>9.</td>
<td>Disposition:</td>
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Instructions for Filling Out Approval/Variation Request Comment Sheet

Block

1. Technical Reviewer - Enter the total number of pages upon completion of the review.

2. Technical Reviewer - Check the appropriate block as shown on the Approval/Variation Request (AR/VR) sheet.

3. Technical Reviewer - Check the appropriate block as shown on the AR/VR sheet.

4. Technical Reviewer - Enter the AR/VR number as shown on the AR/VR sheet.

5. Technical Reviewer - Enter the Purchase Order (PO)/Subcontract number as shown on the AR/VR sheet.

6. Technical Reviewer - Enter your organization's name.

7. Technical Reviewer - Enter your name.

8. Technical Reviewer - Enter your comments. Ensure your comments are traceable to the review document(s), specification or drawing. In lieu of entering comments, “See Attachments” can be entered in this section with all documentation and comments attached to the form.