## Model File Naming Conventions 

Name model files according to the following convention:

[Contract No.] \_ [Building Number] \_ [Discipline Code] \_ [Descriptor] \_ CENTRAL.rvt

Contract No. – Five-digit code for the contract number assigned by the Airport

Building Number – Three-digit code for the respective building. Contact SFO Project Manager to obtain the appropriate code.

Discipline Code – Three-letter abbreviation for the appropriate discipline. Refer to the latest SFO Sheet Numbering Standard for the current list of discipline codes.

Descriptor – (Optional) Brief description of a sub-part of the building model. Building Level, Zone or Phase. Refer to the Level and Zone convention established in the SFO Building Level and Space Numbering Guidelines. Use a dash (-) to separate multiple descriptors. Do not use other special characters (i.e. &, \*, #, $)

Examples:

10009\_200\_ARC\_CORE-SHELL\_CENTRAL.rvt (Contract 10009, Terminal 1 Building 200, Discipline, Model Type)

09329\_797\_MECH\_CENTRAL.rvt (Contract 9329, Building 797, Mechanical, Autodesk Revit)