



## FORM FOR SUBMITTAL OF PROPOSED CHANGE TO AN ASHRAE STANDARD UNDER CONTINUOUS MAINTENANCE

**NOTE:** Use a separate form for each comment. Submittals (Microsoft Word preferred) may be attached to e-mail (preferred), or submitted in paper by mail or fax to ASHRAE, Senior Manager of Standards, 1791 Tullie Circle, NE, Atlanta, GA 30329-2305. E-mail: [change.proposal@ashrae.org](mailto:change.proposal@ashrae.org). Fax: +1-678-539-2129.

### 1. Submitter:

Affiliation:

Address:

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### 2. Number and year of standard:

### 3. Page number and clause (section), subclause, or paragraph number:

4. I propose to: ☐ Change to read as follows ☐ Delete and substitute as follows  
(check one) ☐ Add new text as follows ☐ Delete without substitution

Use underscores to show material to be added (added) and strike through material to be deleted (~~deleted~~). Use additional pages if needed.

### 5. Proposed change:

### 6. Reason and substantiation:

7. Will the proposed change increase the cost of engineering or construction? If yes, provide a brief explanation as to why the increase is justified.

☐ Check if additional pages are attached. Number of additional pages: \_\_\_\_\_

☐ Check if attachments or referenced materials cited in this proposal accompany this proposed change. Please verify that all attachments and references are relevant, current, and clearly labeled to avoid processing and review delays. *Please list your attachments here:*