Attachment B

DEPARTMENT OF TRANSPORTATION
TELEPHONE MEMO

Incoming _____ Dist-Co-Rte-PM _____

Outgoing _____ Charge Unit _____ EA No. _____

Date _____ Bridge Name _____

Time _____ Bridge No. _____

From _____ Of _____

To _____ Of _____

Subject _____

Reply Required? (Y/N) _____ Who To Reply _____ Date Reply Required _____

Summary Of Conversation: _____

_____

Signature