**Date:**  [INSERT Date sent]

**To:** [INSERT Cognizant Federal agency]

**From:** Washington State Department of Transportation

 [INSERT Name, contact information]

**Subject:** Buy America Waiver Request

**Dear [INSERT cognizant federal agency],**

The Washington State Department of Transportation (WSDOT) hereby seeks the following waiver for Buy America requirements as documented below. If you should have any questions, please contact [insert name and contact information]. Thank you for your consideration of this waiver and your expedient resolution.

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| **Project Waiver or General Waiver** (select only one)[ ]  Project-specific [ ]  General (for Statewide application) |
| **Waiver type** (select only one)[ ]  Public Interest; [ ]  Nonavailability; [ ]  Unreasonable Cost  |
| **WSDOT Project information (if applicable)** [INSERT WSDOT Project title] [INSERT State Highway and milepost limits] |
| **Federal Aid Number** [INSERT Federal aid number] |
| **This waiver request is for the following:**[INSERT List of iron or steel item(s), manufactured products, and construction material(s) proposed to be excepted from Buy America requirements, including name, cost, country(ies) of origin (if known), and relevant [PSC and NAICS code](https://www.fpds.gov/wiki/index.php/PSC%2C_NAICS_and_more) for each (if known)]  |
| **Statement of waiver justification**WSDOT certifies that it has made a good faith effort to obtain domestic sources for [INSERT list iron, steel, manufactured products, or construction materials, or say referenced above].[select the waiver type below and remove the other two] **[Suggested text for Nonavailability waiver]** WSDOT’s good faith efforts have determined that [INSERT name item(s) here] are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality. [Specify one or more of these reasons] **[Suggested text for unreasonable cost waiver]** WSDOT has found that the inclusion of [INSERT name item(s) here] produced in the United States will increase the cost of the overall project by more than 25 percent. [include cost documentation]**[Suggested text for public interest waiver]**WSDOT is seeking the Cognizant Federal Agency’s approval due to the following circumstances: [INSERT explanation] [note: this type of waiver will not likely be used as much as the other two] |