

2022 RENOVATION REPAIR PROGRAM

COMPLETION FORM

Instructions: This form must be signed by the AWARDEE(S) and the Contractor when the *entire* project is complete. By signing, submitting a final invoice, and returning to the National Programs Specialist, you are indicating this project is now complete and allowing the National Programs Specialist to process the final payment to this Contractor. **DO NOT SIGN UNTIL THIS PROJECT IS COMPLETE.**

By jointly signing this agreement the AWARDEE(S) and the approved Contractor agree to the terms described below.

1. The AWARDEE(S) understands that by signing this agreement that all work is complete and agrees to release the final payment that is due to the approved contractor (s)/sub-contractor(s).
2. The approved contractor (s)/sub-contractor(s) agree that the work in accordance with the drawings, specifications, quotes, bids, and/or estimates is completed in a workmanlike manner.
3. The AWARDEE(S) understands and assumes the responsibility to timely forward a final invoice and this form to the National Programs Specialist to process final payment to the approved contractor(s)/sub-contractor(s).
4. The AWARDEE(S) understands that a final inspection is not required upon completion of renovation and repairs but may do so at their own expense.
5. The AWARDEE(S) understands and agrees to directly pay their approved contractor (s)/sub-contractor(s) any remaining balance due for services not covered in the award.

IN WITNESS WHEREOF, the AWARDEE(S) executes on the date set forth below.

APPLICANT PRINTED NAME DATE

APPLICANT SIGNATURE DATE

COMPANY NAME PRINTED DATE

COMPANY REP SIGNATURE DATE

**THIS FORM MUST BE RETURNED COMPLETED WITH YOUR FINAL INVOICE.
PAYMENTS WILL NOT BE PROCESSED UNTIL THIS FORM IS RECEIVED.**

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Season Dominguez/National Programs Specialist/8273
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