NOTICE TO PROCEED

CDBG Contract Number: _____

Contractor Name: _____

Project Description of Work:_____

Project Location: _____

Contractor is hereby notified to commence work for the referenced contract on_____ _____, 20_____, and fully complete all work of said contract within _____ consecutive calendar days thereafter. The completion date is therefore _____, 20_____.

The contract provides for an assessment of the sum of $_____ as liquidated damages for each consecutive calendar day after the above-established contract completion date work remains as incomplete.

Dated this _____ day of _____, 20_____.

_____ _____

Owner Name (City, Town, or County) Authorized Official Signature

Print Name: _____ Print Title: _____

ACCEPTANCE OF NOTICE

Receipt of the foregoing Notice to Proceed is hereby acknowledged this _____ day of

_____, 20_____.

_____ _____

Contractor (Print Name) Contractor Signature