

**FINAL PAYMENT
APPROVAL SHEET**
(TO BE SUBMITTED WITH CONTRACTOR'S FINAL PAYMENT REQUEST)

DATE: _____

NAME OF PROJECT: _____

ARCHITECT/ENGINEER RECOMMENDATION: To the best of our knowledge, all Work has been completed in accordance with the Contract Documents and the Contractor is entitled to Final Payment on the Contract.

APPROVED BY: _____ DATE: _____
(ARCHITECT/ENGINEER)

PROJECT COMPLETED TO MY SATISFACTION

APPROVED BY: _____ DATE: _____
(PROJECT MANAGER)

APPROVED BY: _____ DATE: _____
(DIRECTOR)

COMMENTS: _____

Please be advised that in order to take the Final Payment to the School Board for approval, the following documentation must be submitted with Contractor's Final Payment:

- AIA Document G704 Certificate of Substantial Completion
- Certificate of Occupancy/Completion from City/County Building Inspections Department
- OEF 110B Certificate of Occupancy (if applicable)
- OEF 209 Certificate of Final inspection (if applicable)
- AIA Document G706 Contractor's Affidavit of Payment of Debts and Claims
- AIA Document G706A Contractor's Affidavit of Release of Liens
- AIA Document G707 Consent of Surety to Final Payment
- Publication Notice to Creditors