

# Certificate of Substantial Completion

**PROJECT: (Name and Address)**

Project Name  
Project Address Line 1  
Project Address Line 2

**Project Number:** 516  
**Contract Date :** January 01, 2010  
**Contract For :**

**Distribution:**

- Owner  
 Architect  
 Contractor  
 File

**To OWNER:(Name and Address)**

Owner Name  
Owner Address Line 1  
Owner Address Line 2

**To Contractor:(Name and Address)**

Contractor Name  
Contractor Address Line 1  
Contractor Address Line 2

**PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:**

P1  
P2  
P3

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below (if applicable):

<u>Warranty</u>	<u>Commencement Date</u>
P1	02/28/2012
P2	03/31/2012
P3	04/30/2012

Architect Name

Architect

January 01, 2012

Date of Issuance

By: Name of authorized person

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items in the attached list will be the date of issuance of the Final Certificate of Payment or the Final Payment.

Cost estimate of Work that is incomplete or defective: **\$ 5,000**

The Contractor shall complete or correct the Work on the list of items attached hereto within 60 days from the above date of Substantial Completion; i.e. on or before: **March 01, 2012**

Contractor Name

Contractor

By: Name of authorized person

Date

The Owner accepts the Work or designated portion as substantially complete and shall assume full possession at 8:00 a.m on January 01, 2012

Owner Name

Owner

By: Name of authorized person

Date

*The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as per attachment*