

DCC FORM 440
Revised August 1, 2011

NOTICE TO PROCEED

DATE:

TO: Contractor's Name
Contractor's address

Planning Services
 Limited Extended

RE: Agency
Building Name and Project Title
City, Kansas
Project Number

Gentlemen:

You are hereby notified to commence work on the referenced project on Construction Start Date and are to be fully complete with the work, including all punch list items, within Number of Calendar Days consecutive calendar days. Therefore, the contract completion date is Construction Completion Date.

OR

You are hereby notified to commence work on the referenced project on Construction Start Date and are to be fully complete with the work, including all punch list items, on Construction Completion Date.

This project is exempt from sales tax. Work should only commence after sales tax exempt certificate is received by the contractor from the agency.

Sincerely,

s/ *Your Name*

Your Job Title

Design & Construction

ec Lori Ploude

Inspector

Agency Representative

Architect or Engineer