

CERTIFICATE OF FINAL COMPLETION

Project Address: _____

Developer/Owner: _____

HRA Project Manager: _____

The Developer hereby certifies that all punch list items have been completed and that the date of Final Completion of the work under the Contract Documents is _____.

The Work has been reviewed and the date of Final Completion is hereby established as of the date stated above.

• A Certificate of Occupancy or Code Compliance has been issued and all building permits signed off by the City of Saint Paul Department of Safety and Inspections on _____ (date)

• A lead clean to clearance report has been issued by the Minnesota Department of Health on _____ (date)

• An energy audit certifying correct installation of insulation has been issued by the Neighborhood Energy Consortium (NEC), or another third party energy rater on _____ (date)

• A waste management report certifying diversion of 50% of waste from landfills on _____ (date)

In accordance with the Contract Documents, Developer is notified as follows:

1. The Developer will continue to be responsible for security, maintenance, and utilities until the home is sold to an eligible buyer.
2. Developer shall be responsible for all Contract requirements included in the Contract Documents.
3. The warranty described in the Construction Contract will be in effect from the date of Final Completion.

Developer/Owner:

 _____ Name
 _____ (Signature)
 _____ (Title)
 _____ (Date)

HRA Project Manager:

 _____ Name
 _____ (Signature)
 _____ (Title)
 _____ (Date)