<u>NOTICE TO PROCEED</u> WITH REHABILITATION/REPAIRS



DATE

OWNER(S)

CO-OWNER(S)

ADDRESS

CASE NUMBER

GENTLEMEN:

In accordance with the Agreement between Owner(s) and Contractor ("Agreement"), dated _______, between you and the above referenced Owner(s) for the building rehabilitation work at the referenced address: _______. This Proceed Order is to authorize you to proceed with the work specifically outlined in the Agreement.

If any change orders are required, they shall be in writing, with the price adjustment if required, signed by the Owner(s) and Contractor and approved by the SHIP Program Director/Administrator. Any deviation from this procedure may result in the Contractor not being compensated for changes.

As provided in the Agreement, the Owner(s) and Contractor have agreed that the County shall have the authority to determine when the terms of the Agreement and the Contractor's Proposal with Attached Breakdown of Estimate, as approved by the Levy County SHIP Program Director have been met. No final payment will be made until these conditions are met.

| OWNER | DATE | CO-OWNER | DATE |
|-----------------------------------|------|----------|------|
| CONTRACTOR (Company Name) | | | |
| CONTRACTOR'S SIGNATURE | | TITLE | DATE |
| LEVY COUNTY SHIP PROGRAM DIRECTOR | | | DATE |