

# CERTIFICATE OF SUBSTANTIAL COMPLETION

## Project Specifics:

Project: \_\_\_\_\_ Date: \_\_\_\_\_  
Town: \_\_\_\_\_  
Contractor: \_\_\_\_\_  
Resident Engineer: \_\_\_\_\_

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

## Pertinent Dates:

To: \_\_\_\_\_  
Owner  
And To: \_\_\_\_\_  
Contractor

The work to which this certificate applies has been inspected by authorized representatives of the OWNER, RESIDENT ENGINEER, and CONTRACTOR, and the Work is hereby declared to be Substantially Complete in accordance with the Contract Documents on: \_\_\_\_\_.  
Date

A Punch List of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of the CONTRACTOR to complete the Work in accordance with the Contract Documents. The items on the Punch List shall be completed or corrected by the CONTRACTOR within \_\_\_\_\_ days of Substantial Completion. Hence, all Punch List items shall be completed by \_\_\_\_\_.  
Date

## Responsibilities:

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance, and warranties shall be as follows:

**OWNER:** Accepts the project as Substantially Complete and assumes ownership of all facilities constructed by the Contractor. The Owner is responsible for maintenance of all facilities constructed by the Contractor.

**CONTRACTOR:** Contractor agrees to complete items on the attached Punch List by the specified date, continue its safety program during this Work and maintain all required insurance until Punch List Work is completed. Contractor agrees to honor all warranties per the Contract Documents.

**Acknowledgment:**

The following documents are attached and made part of this Certificate:

Punch List, dated \_\_\_\_\_.

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of the CONTRACTOR'S obligation to complete the Work in accordance with the Contract Documents.

Executed by RESIDENT ENGINEER on \_\_\_\_\_  
Date

By: \_\_\_\_\_  
Resident Engineer Signature

From: \_\_\_\_\_  
Construction Inspection Company

CONTRACTOR accepts this Certificate of Substantial Completion on \_\_\_\_\_.  
Date

By: \_\_\_\_\_  
Contractor Signature

From: \_\_\_\_\_  
Contractor Company

OWNER accepts this Certificate of Substantial Completion on \_\_\_\_\_.  
Date

By: \_\_\_\_\_  
Town Representative Signature

From: \_\_\_\_\_  
Town