

DRAFT FINAL ACCEPTANCE LETTER

DATE

APPLICANT NAME

APPLICANT COMPANY NAME

APPLICANT ADDRESS

APPLICANT CITY, STATE, ZIP

RE: PROJECT NAME AND CASE NUMBER

Dear **APPLICANT**,

The Town of Queen Creek has performed the final inspection for the above named project on **DATE OF INSPECTION**.

In accordance with the subdivision ordinance section 7.7 D, in order to secure acceptance of the public improvements and begin the one-year warranty period, and in addition to public improvements passing the final inspection, the following documents are required:

- A 10% one-year warranty bond in the amount of **AMOUNT OF BOND**
- One (1) set of mylar as-built drawings
- One (1) CD of as-built drawings (pdf format)

Please submit all three items together when bringing them to the Development Services Building.

Upon the Town's receipt, review and approval of these documents, Town staff will present written recommendations to the Town Engineer to accept the public improvements. In addition, we will process the return or release of your construction letter of assurance or surety bond for the above mentioned project.

Upon the Town Engineer's acceptance of the improvements, you will be notified and the one-year warranty period will begin on the date of acceptance. During the warranty period the developer will be responsible for repair work of any of the public improvements. The Town will periodically inspect the public improvements and will notify the developer of necessary repair work. The developer will be responsible for having the repair work completed prior to the end of the warranty period. Upon completion of the warranty period and successful repair of any necessary warranty items, the remainder of the assurances retained by the Town will be released.

Sincerely,

Engineering Manager
Town of Queen Creek