

Georgia Department of Community Affairs  
Community HOME Investment Program

**CONTRACTOR'S NOTICE TO PROCEED**

(Duplicate copies required)

DATE: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

DCA PROJECT NUMBER: \_\_\_\_\_

OWNER(S): \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

Dear [contractor name]:

Pursuant to the Construction Contract signed on \_\_\_\_\_ [date], you are hereby notified to proceed with the rehabilitation work on the property described above. Upon receipt of this notice, you are responsible for performing the rehabilitation work on said building under the terms and conditions of the Contract and in accordance with the specifications in the Work Write-Up. You should begin construction by \_\_\_\_\_ [date].

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to \_\_\_\_\_  
[insert name of State Recipient/Sub-recipient or Administrator].

Sincerely,

[Signature of Representative of State Recipient/Sub-recipient or Administrator]

\_\_\_\_\_

I acknowledge receipt of this notice on \_\_\_\_\_ [date].

Authorized Signature of Contractor: \_\_\_\_\_

Title: \_\_\_\_\_