

Figure 14-8
REGULAR ACCEPTANCE OF
OFFER OF FINAL PAYMENT LETTER

PLEASE RETURN THIS LETTER WITH ATTACHMENTS DIRECTLY TO:

Florida Department of Transportation
District Final Estimates Engineer
Address
City, State, Zip

SAMPLE LETTER FORMAT FOR INFORMATIONAL
PURPOSES ONLY, USE ONLY THOSE SECTIONS WHICH
APPLY, LETTERS OF THIS NATURE ARE TO BE TYPED
INDIVIDUALLY

Federal Aid Project No.: _____
Financial Project ID: _____
CONTRACT NUMBER: _____

Attention: DISTRICT FINAL ESTIMATES ENGINEER

Dear Sir:

This will acknowledge receipt of your letter dated _____, and copy of ESTIMATE NUMBER _____ AND FINAL.

We have examined **this/these** Estimate(s) in detail and found **it/them** to be a correct statement of our account.

We hereby agree to accept payment of balance due in the amount of \$_____ for full settlement of our account under **this** contract covering construction of **the** above project and of all claims in connection therewith.

It is understood that if we should fail to submit all documents required for final payment within two (2) years after final acceptance of the work or within one (1) year after the offer by the Department of final payment, whichever occurs later, any amount owed as final payment is forfeited to the Department. The forfeiture does not apply to documents that are the subject of existing claims or pending legal proceedings. This is done in accordance with Section 337.141(4) of the Florida Statutes.

The date of final acceptance of the work was (Date) .

Estimate No. ____ = () \$ _____
Estimate No. ____ = () \$ _____
Total Amt. Due = () \$ _____

Sincerely,

Contractor's Name Date

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