



**APPLICATION FOR SUBSTANTIAL
PERFORMANCE/CONTRACT COMPLETION**
Pursuant to the Construction Act,
R.S.O. 1990, c.c. 30

City of Greater
Sudbury

To: _____ Date: _____
Project Manager, City of Greater Sudbury

cc: project.controls@greatersudbury.ca
constructionservices@greatersudbury.ca

Contract No.: _____ Contract Description: _____

In accordance with the contract requirements, I/We _____ (Name of Contractor) hereby apply for:

- Certificate of Substantial Performance
- Certificate of Completion

All work invoiced to date	\$ _____
Payments made to date	-\$ _____
Less holdback	-\$ _____
Less Owner's set-offs	-\$ _____
Amount due	=\$ _____

I/We _____ (Name of Contractor) hereby release the owner of all further claims related to the contract with the following exceptions:

- 1) List outstanding issues in accordance with CGS General Conditions of Contract

I/We _____ (Name of Contractor) hereby declare and submit with this Application a Statutory Declaration in the form provided that all liabilities incurred by the Contractor, and the Contractor's Sub-Contractors, in carrying out the contract have been discharged, except for the statutory holdbacks properly retained in accordance with the Construction Lien Act.

- 1) List outstanding liabilities:

Name: _____

Signature: _____

Position: _____

Date: _____

Statutory Declaration of Progress Payment Distribution by Contractor

Standard Construction Document

CCDC 9A – 2018

To be made by the Contractor as a condition for either

- second and subsequent progress payments; or
- release of holdback.

Information Appearing in the Contract Documents

Application for payment number _____
dated _____ is the last
application for payment for which the Contractor has
received payment.

Name of Project
Date of Contract: _____.

Name of Owner

Name of Contractor

Declaration

I solemnly declare that, as of the date of this declaration, I am an authorized signing officer, partner or sole proprietor of the Contractor, and as such have authority to bind the Contractor, and have personal knowledge of the fact that all accounts for labour, subcontracts, products, services, and construction machinery and equipment which have been incurred directly by the Contractor in the performance of the work as required by the Contract, and for which the Owner might in any way be held responsible, have been paid in full as required by the Contract up to and including the latest progress payment received, as identified above, except for:

- 1) holdback monies properly retained,
- 2) payments deferred by agreement, or
- 3) payment withheld by reason of legitimate dispute which has been identified to the party or parties from whom payment has been withheld.

I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Declared before me in _____ this _____ day of _____ in the year _____
City/Town and Province

Name

Title

Signature

(A Commissioner for Oaths, Notary Public, Justice of the Peace, etc.)

The making of a false or fraudulent declaration is a contravention of the Criminal Code of Canada, and could carry, upon conviction, penalties including fines or imprisonment.

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