

**Letter of Request**

Date: \_\_\_\_\_

City of Wilmington  
Public Services/Engineering Department  
P.O. Box 1810  
Wilmington, North Carolina 28402-1810

Attention: Robert Gordon, P.E.

**RE:**

**Location:**

We hereby respectfully request that the City of Wilmington Officially Accept dedicated improvements, as constructed to City standards and in accordance with approved plans, within the subject project/development, consisting of: (when listing the streets the length of the street to be accepted and the starting and stopping points should be denoted on this form.)

<u>Street Name</u>	<u>Length to be Accepted</u>	<u>Starting At</u>	<u>Ending At</u>

<u>Type of Drainage Feature</u>	<u>Length of Feature</u>	<u>Diameter</u>	<u>Location</u>

Sincerely,

Name: \_\_\_\_\_

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

Company: \_\_\_\_\_

**DEVELOPER'S AFFIDAVIT  
OF PAYMENT OF DEBTS AND  
CLAIMS AND RELEASE OF LIENS**

TO: City of Wilmington  
212 Operations Center Dr  
PO Box 1810  
Wilmington, NC 28402-1810

PROJECT NO.:

PROJECT DATE:

Attn: Robert Gordon, P.E.

PROJECT:

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STATE OF: North Carolina

COUNTY OF: New Hanover

The undersigned, as a condition precedent to the acceptance of said dedicated improvements By the City of Wilmington, does here certify that he has paid in full or has otherwise satisfied all obligations for all materials and equipment furnished, for all work, labor and services preformed, and for all known indebtedness and claims against the Developer for damages arising in any manner in connection with the performance of the Project referenced above for which the Developer or his property might in any way be held responsible.

In addition, the undersigned further certifies that the best of his knowledge, information and belief, the Releases or Waivers of Liens attached hereto include the Contractor, all Subcontractors, all suppliers of materials and equipment, and all performers of work, labor or services who have or may have any claims against the Developer arising in any manner out of the performance of the Project referenced above.

IN WITNESS WHEREOF, the undersigned has hereto set his hand and seal this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

DEVELOPER:

Address:

By: \_\_\_\_\_

Title

ATTEST:

\_\_\_\_\_

Sworn and subscribed to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

(Seal)

My Commission Expires:\_\_\_\_\_

**DEVELOPER'S ASSIGNMENT OF ALL WARRANTIES AND GUARANTIES**

TO: City of Wilmington  
212 Operations Center Dr  
PO Box 1810  
Wilmington, NC 28402-1810

PROJECT NO.:

PROJECT DATE:

Attn:

PROJECT: (Name & Address)

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STATE OF:

COUNTY OF:

The undersigned, as a condition precedent to the acceptance of said dedicated improvements By the City of Wilmington, does hereby assign, transfer, grant and convey unto the City of Wilmington all it's rights, title and interest in and to all warranties, express or implied, covering, warranting, applying or pertaining to all goods, equipment, and materials of whatsoever kind, furnished, delivered or used for in said project referenced above.

Also, the undersigned does hereby certify that to the best of his knowledge, information and belief that the warranties attached hereto include all warranties of the developer, contractor, all subcontractors, and all suppliers of materials and equipment furnished, delivered or used or in said project referenced above.

IN TESTIMONY WHEREOF, said developer has hereunto set his hand and seal this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

DEVELOPER:

Address:

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

ATTEST:

\_\_\_\_\_

Sworn and subscribed to before me this \_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

(Seal)

My Commission Expires: \_\_\_\_\_

**SUBCONTRACTOR'S RELEASE OR  
WAIVER OF LIENS**

TO: City of Wilmington  
212 Operations Center Dr  
PO Box 1810  
Wilmington, North Carolina 28402-1810

PROJECT OR CONTRACT NO.:

CONTRACT DATE:

Attn: Robert Gordon, P.E.

PROJECT: (Name & Address)

STATE OF:

COUNTY OF:

The undersigned subcontractor, hereby acknowledges and certifies that he had received full payment for all work, labor, skill, and material furnished, delivered, supplied or performed in connection with the contract referenced above to and for \_\_\_\_\_ (contractor's name), the general contractor, or anyone in any manner in connection with the contract referenced above; and for value received hereby waives all rights and liens which the undersigned may now or hereafter claim or assert for all or any work, labor, skill or materials furnished, delivered or performed in connection with the contract referenced above, against said contractor, the City, any fund of or in possession or control of said improvement, land or buildings thereon and appurtenances thereof.

The undersigned, in consideration of the payment acknowledged herein, affirms that all work, labor and material, furnished, delivered or performed to or for said contract referenced above was furnished, delivered or performed by the undersigned, or his agent, employees and servants or by and through the undersigned by the following subcontractor(s) or material men or their agent(s), employee(s) and servant(s), to witness: \_\_\_\_\_ and further affirms that the attached receipts and releases represent payment in full, and release in full of all and any hitherto existing or possible future mechanics' liens or rights in connection with the above referenced contract.

IN WITNESS WHEREOF, the undersigned has hereunto set his hand and seal this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

SUBCONTRACTOR:

Address:

By: \_\_\_\_\_

Title

ATTEST:

\_\_\_\_\_

Sworn and subscribed to before me this \_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

(Seal)

My commission expires: \_\_\_\_\_

## **Engineer's Final Valuation Estimate For the City of Wilmington Official Acceptance**

**Project Name:**

These are the monetary values of dedicated improvement(s). Regarding total cost for installation of (Materials & labor included). Please use this form or your own for submitting required values towards the Official Acceptance. This document must be signed, sealed, and dated by the Design Engineer prior to submittal. **Totals should be broken down into two categories:** for public infrastructure only.

**STREETS** (includes: base, asphalt, concrete curbs, signage, sidewalks, striping)

**DRAINAGE** (includes: pipe, manholes, catch basins)

<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>TOTAL PRICE</u>
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Streets:

Drainage: