

**Form 67**  
**Notice to Proceed**

Grantee/Owner: \_\_\_\_\_  
ACEDP Project Number: \_\_\_\_\_  
Contract Name/Number: \_\_\_\_\_  
Contractor: \_\_\_\_\_  
Contract Amount: \_\_\_\_\_

Dear \_\_\_\_\_:

In accordance with the contract documents for the above-referenced project, you are hereby notified to commence work on or before \_\_\_\_\_ (Date), and shall fully complete all of the work of said contract within \_\_\_\_\_ consecutive calendar days thereafter. The date of completion is therefore, \_\_\_\_\_ (Date).

The contract provides for an assessment of the sum of \$ \_\_\_\_\_ as liquidated damages for each consecutive calendar day after the established contract completion dates that the work remains incomplete. Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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

**Acceptance of Notice**

Receipt of the foregoing Notice to Proceed is hereby acknowledged by

\_\_\_\_\_  
(Insert company name)

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

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

\_\_\_\_\_  
(Signature and Title of Owner)