



Infrastructure Surety Checklist

Project Name:			
TOHS Project Number:			
<input type="checkbox"/> Completion	<input type="checkbox"/> Warranty	Amount:	Expiration:

Site/Commercial: Sureties must be in place prior to C.O.

Subdivisions: Sureties must be in place prior to recording of Final Plat.

The following items must be completed and provided to the Town of Holly Springs (TOHS):

- Original PE Certification for Water lines submitted to TOHS and final acceptance from State received by TOHS
- Original PE Certifications for Reclaimed Water and Sewer lines submitted to TOHS and receipt received by TOHS verifying delivery to State
- Project as-built mylar and one blue line copy
- Punchlist (1010 Letter) inspection performed and all items addressed.
- Letter size (8 1/2 x 11") Vicinity Map (if not previously submitted)
- Signed/Sealed PE itemized cost estimate for each surety type submitted for review and approval by TOHS. Completion is 125% of total costs. Warranty is 10% of total costs.

Once your cost estimates are approved, you will be provided with the following from our Development Business Coordinator:

- Model Bond for execution
- Development Project Improvements Agreement for execution
- Invoice for surety submittal; \$350 per surety, payable in City View
- A Bond, Letter of Credit or Check should be provided in the approved amount

Please contact Julie Nicewinter, Development Business Coordinator at Julie.nicewinter@hollyspringsnc.gov or 919-567-4008 for questions regarding the surety process.