

Request For Early Release of Retained Funds (Doc Express)

(This section to be completed by Prime Contractor)

Contract I.D. _____ County _____

Contractor _____ Letting Date _____

In accordance with Code of Iowa Chapters 26 and 573; I hereby request early release of retained funds on this contract.

- “I certify that on____, 20__written notice was provided to all subcontractors and suppliers associated with this contract, that early release of retained funds will be requested.

Prime Contractor to submit form in Doc Express (Working Drawer)

(This section to be completed by Contracting Authority)

Twice the Amount of Claims on File _____

Total of retention to continue _____

Contract Acceptance Date (435) _____

(Retained funds will be paid not sooner than 30 days after the Contract Acceptance Date)

or

% Contract Complete (must be $\geq 95\%$) _____

(Retained funds will be paid not sooner than 30 days after Regional Field Engineer Approval date)

Disposition:

Prime Contractor – Upload to Working drawer of Doc Express after completing section titled completed by Prime Contractor.

Project Engineer – Complete section titled completed by Contracting Authority convert to PDF and upload to Project Closeout drawer of Doc Express utilizing the title of Early Retainage Release.

Notify Prime Contractor document is available for electronic signature.

Prime Contractor – Electronically sign in Doc Express.

Project Engineer – Electronically sign in Doc Express.

Person in Responsible Charge (if applicable) – Electronically sign in Doc Express.

Regional Field Engineer – Electronically sign in Doc Express.