***INSTRUCTIONS:*** *This must be submitted on letterhead with all requested documentation.*

     , Project Manager

Maine Department of Transportation

Bureau of Project Development, Multimodal Program

16 State House Station

Augusta, ME 04333-0016

**Subject: Final Invoice and Notification of Completion of Work**

MaineDOT WIN      ; Contract #

This Municipality of       certifies that the contractor has completed all work on the subject project in accordance with the construction contract and approved modifications, and that:

* The Municipality has accepted the work;
* All quantities were measured in accordance with the contract;
* Final quantities have been reconciled and agreed to by the contractor;
* The Municipality has all required supporting documentation for the final quantities;
* There are no outstanding claims or disputes associated with the project; and
* All fees and contract balances have been paid, including expenses from preliminary engineering, right-of-way, construction, inspection, and construction engineering.

Attached is the final invoice for the project requesting reimbursement of $      as MaineDOT’s      % share of expenditures for the service period,      . Attached is the documentation necessary to support this request, including copies of invoices received and checks issued. I understand that the Municipality’s      % share of MaineDOT’s internal charges to the project will be reconciled and deducted from this final invoice.

Also attached is a copy of the federally required consultant evaluation for the project.

*By signing this invoice, I certify to the best of my knowledge and belief that the information provided is true, complete, and accurate, and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the terms and conditions of the federal funding award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812.)*

Sincerely,

     , Local Project Administrator

Enclosure: Final billing