

**A Sponsor's Request for Contractor  
Payment will not be processed  
and funds will not be disbursed  
unless this form is completed.**

## **HTF-2D Certification of Work Completed**

**HTF Project #:**

**Sponsor:**

**Beneficiary Name:**

**Beneficiary Address:**

I/we hereby acknowledge and certify that all of the work described and approved by me/us in the Work Write-Up (HTF-2B) dated \_\_\_\_\_, 20\_\_\_\_ and any and all approved Change Orders (HTF-2C) have been completed.

\_\_\_\_\_  
Homeowner (signature)

Date

\_\_\_\_\_  
Homeowner (signature)

Date

I/we hereby acknowledge and certify that I/we received a copy of the recorded Agreement as to Restrictive Covenants I/we were asked to sign (not applicable for Emergency Repair projects); and I/we received all applicable warranty paperwork for all repairs, and/or installations done on my/our home (i.e. HVAC, water heater, etc), as well as copies of all documentation that I/we were asked to sign.

\_\_\_\_\_  
Homeowner (signature)

Date

\_\_\_\_\_  
Homeowner (signature)

Date

I/we hereby acknowledge and certify that I/we will not be reimbursed for the usage of water and/or electricity used to complete the repairs. Additionally, It has been explained to me that the installation of a new or repaired HVAC may increase the costs of my monthly electricity bill.

\_\_\_\_\_  
Homeowner (signature)

Date

\_\_\_\_\_  
Homeowner (signature)

Date

**I hereby certify that I have performed a physical inspection of the construction work performed at the above address for the above named beneficiary and all work has been completed.**

\_\_\_\_\_  
Sponsor's Official Signature

Date

Name of Organization