

# **HTF – 2G NOTICE TO PROCEED**

## **SOUTH CAROLINA HOUSING TRUST FUND**

Date: \_\_\_\_\_

Sponsor Name: \_\_\_\_\_

Address: \_\_\_\_\_

Project: HTF# \_\_\_\_\_ Beneficiary Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

You are hereby notified to commence work in accordance with the signed **Agreement for Residential Repair**

**Services** dated \_\_\_\_\_, by and between

\_\_\_\_\_ (“Sponsor”) and

\_\_\_\_\_ (“Contractor”).

Construction can begin as of the date of this notice. You are to **complete** the work within **sixty (60) or ninety (90)** consecutive calendar days thereafter. The date of completion of all work is therefore \_\_\_\_\_.

Upon receipt of this notice, you are responsible for performing Work on said property under the terms and conditions of the above referenced signed Agreement for Residential Repair Services and in accordance with the specifications in the correlating Work Write Up Form(s) (**HTF-2B**).

Sincerely,

\_\_\_\_\_

\_\_\_\_\_

Housing Trust Fund Program Coordinator  
SC Housing

Please acknowledge receipt and acceptance via email by forwarding a signed copy to

\_\_\_\_\_@schousing.com with the subject line of “Notice to Proceed Received”.

### **ACCEPTANCE OF NOTICE**

Acknowledged by:

\_\_\_\_\_ (Contractor Name) \_\_\_\_\_ (Company Name)

By: \_\_\_\_\_ (Contractor Signature)

\_\_\_\_\_ (Title)

\_\_\_\_\_ (Date)