



Receipt No. _____

Project Name: _____

City File No. _____

Record Drawing No. _____

**RECEIPT FOR RECORD DRAWINGS AND EASEMENTS
CASH DEPOSIT – PERFORMANCE GUARANTEE**

The City of Redmond, Washington, hereinafter “the City,” hereby acknowledges receipt from _____ of the amount of _____ dollars (\$_____), which shall be held by the City for the purpose of guaranteeing that the items listed below, in connection with construction of the project known as _____ located at _____, will be completed in accordance with applicable City of Redmond requirements:

- **Record Drawings:** The City of Redmond, Development Engineering & Construction will provide a letter of notification when it has determined that the site development improvements are substantially complete ready to be “as-built” per the City of Redmond Record Drawing Requirements ([City of Redmond Record Drawing Requirements](#)). From the date of this notification three weeks are given to provide the first submittal for review and a total of four and one-half months (126 days) to have the final submittal approved. If there are any questions regarding this process, please contact Colin Sherrill at 425-556-2491 or casherrill@redmond.gov.
- **Easements:** The property owner shall grant utility easements for any city-owned utilities (water, storm, and sewer) installed as part of the project and/or transportation easements required as an approval condition of the project. A signed and notarized easement document with a legal description for the “designed” easement locations will be required in addition to the cash bond, unless the easements will be granted as part of a final plat or short plat. Said easements may need to be modified, or new easements granted, as a result of changes that occur during construction.

At the time of satisfactory completion, as determined by the Public Works Director, said cash shall be returned to the entity or individual posting said cash without interest. If, in the sole determination of the Public Works Director or a designee of same, the record drawings are not

completed as required or easements not granted/modified as required, all rights to reimbursement of this cash deposit shall be forfeited and all said cash shall remain the sole property of the City.

Forfeiture of the cash deposit as herein provided, shall be in addition to all other rights and remedies granted by law, equity or contract to the City to seek reimbursement of damages incurred or to enforce the provision of any such requirement as referenced herein.

Dated this _____ day of _____, 20_____.

Signature of Depositor

Accepted by: CITY OF REDMOND

Name: _____

Date: _____

Persons to contact regarding release:

Name: _____

Mailing Address: _____

E-mail Address: _____

Phone No.: _____

**ATTACH COPY OF RECEIPT
ATTACH COPY OF CHECK**