

# Contractor Acknowledgment of Escrow and Expiration

10955 W 93<sup>rd</sup> Ave, St John, Indiana 46373

Contractor: \_\_\_\_\_

Address: \_\_\_\_\_ Subdivision: \_\_\_\_\_ Lot No: \_\_\_\_\_

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

To: The Town of St. John

I understand that no persons may occupy the building located at the above mentioned address until all final inspections have been given and a Certificate of Occupancy has been issued and paid for in full. Occupancy of this property prior to issuance and receipt will result in an automatic forfeit of my escrow account in the amount of \$1,000. I further understand that escrow money will be held until all improvements are completed.

The following items must be completed:

Driveway	"B" Box	4" House Number on Structure
Steps	Final Grading	Landscaping
Railings on Steps	Walkways to Structure	Sewer Covers
Sidewalks	Gutters/Downspouts	Drainage Swales

Please note that you must present a final plat of survey before requesting a certificate of occupancy.

I understand that my Permit is effective on the **date of Issuance**, not the date paid and that expiration date is one year from the **date of issuance**.

It is my responsibility as the permit holder to be aware of the expiration date and to request any extensions, if needed.

If an extension is not requested and the permit has been expired for more than 30 days, I will be charged the full permit fee upon issuance of Certificate of Occupancy. If the permit has expired, a 30 day extension **cannot** be requested.

By signing below I acknowledge that I have read, understood, and agree with this document.

\_\_\_\_\_  
Printed Name:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Signed