**Georgia Department of Community Affairs**

**Housing Finance and Development Division**

**MULTIFAMILY LOAN**

**CONTRACTOR’S CERTIFICATE OF ACTUAL PROJECT COST**

This form and certification is to be used by the General Contractor to certify the actual cost of project construction and development. It must be completed by the project general contractor subsequent to the completion of construction and prior to the release of the retainage. It is required so that DCA can make a determination of the actual project costs compared to the budgeted project costs, prevent windfall profits, and to ensure that the project has not been over subsidized. The Certificate requires that the Project General Contractor certify that the actual cost of labor, materials, and necessary services for construction of the below referenced project, after deduction of all kickbacks, rebates, adjustments, discounts, promotional, or advertising recoupment made or to be made to the General Contractor.

This Certificate must also be supported by an audit report and an opinion letter prepared by a Certified Public Accountant in accordance with auditing standards generally accepted in the United States of America and the government auditing standards issued by the comptroller general of the United States.

Project Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DCA Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

General Contractor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location of Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of project completion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Certification: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_