

PLEASE PRINT ON SPONSOR LETTERHEAD
CERTIFICATION LETTER
NOTICE TO PROCEED REQUEST

DATE

Ms. Jessie Jones, P.E.
Chief Engineer
Arkansas Department of Transportation
P. O. Box 2261
Little Rock, AR 72203

Re: **Job #**
Job Name
County

Dear Ms. Jones:

The following documents are submitted concerning the referenced project:

1. One set of plans and specifications.
2. Justification for cost effectiveness.

I certify that the plans comply with the appropriate design standards, and all other applicable state and federal regulations, including airport clearance when necessary, for the type of work involved. I understand that if any project items are declared non-participating in federal funds due to failure to comply with any State or federal requirements, the ***(Sponsor Name)*** will promptly repay such funds to the Arkansas Department of Transportation (ARDOT). Furthermore, I hereby authorize the Director of the Arkansas State Department of Finance and Administration to transfer such funds from the ***(Sponsor Name)***'s Motor Fuel Tax allotment to ARDOT upon notification by the ARDOT Director that such funds are due to ARDOT and have not been paid by the ***(Sponsor Name)***.

Approval to proceed with construction of the project is requested.

Sincerely,

NAME & OFFICE
(Sponsor's CEO)

Enclosures