

**DESIGNATION OF CONTRACTOR'S REPRESENTATIVE**

CONTRACT NUMBER: \_\_\_\_\_ PROJECT \_\_\_\_\_

CONTRACTOR \_\_\_\_\_

The individual named below is designated as my representative for this contract and, in my absence, is authorized to act in my behalf.

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

This delegation includes authority to take any action necessary with respect to the execution of the work, including acknowledging receipt of Notice to Proceed, Suspend and Resume Work Orders, and Work Orders and Notices of Noncompliance. The items checked below indicates additional authority authorized by this delegation:

\_\_\_\_\_ Sign partial payment estimates.

\_\_\_\_\_ Sign contract modifications.

\_\_\_\_\_ Sign final payment estimate and invoice.

\_\_\_\_\_ Execute contract termination settlement agreement.

\_\_\_\_\_ Full authority in all contractual matters.

\_\_\_\_\_  
Signature:

\_\_\_\_\_  
Title:

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