



**Notice to Proceed**  
**City of Commerce City, Colorado**  
**Department of Department Name**

**Project: Project Name**  
**Project No.: Project Number**

TO: Contractor Name  
Mailing Address on Bid

DATE: [Click here to enter date of issuance](#)

You are authorized and directed to proceed with the performance of the Work in accordance with the Contract Documents for the above-referenced Project. Pursuant to the Contract Documents, the Work must be completed within [Number of Days Stated in Construction Contract Agreement](#) Days, as defined in the Contract Documents, from the date of this Notice to Proceed. Based on the foregoing, the Completion Date for the Work is [Click here to enter a date](#).

City of Commerce City

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Project Manager

CC: [Identify copy recipients, if any](#)

Enclosures: [Identify enclosures, if any, or delete](#)