

STATE OF MICHIGAN  
DEPARTMENT OF LABOR AND ECONOMIC GROWTH  
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY  
735 E. MICHIGAN AVENUE – P.O. BOX 30044  
LANSING, MICHIGAN 48909

This form is issued under authority of Act 346 P.A. 1966. Completion of this form is required.  
Failure to complete this form may result in the termination of the construction subcontract.

**CERTIFICATION OF SIGNED CONTRACT**

**Development Name:** \_\_\_\_\_

**MSHDA Number:** \_\_\_\_\_

This is to certify that on this \_\_\_\_\_ day, of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_, has entered into a written and binding  
(NAME OF SUBCONTRACTOR)

Subcontract with, \_\_\_\_\_, for the  
(NAME OF GENERAL CONTRACTOR)

Purpose\* of performing the trade(s) of \_\_\_\_\_. The

Initial contract dollar amount is \$\_\_\_\_\_.

I also certify, it is confirmed that the following language is included in the contract along with a copy of the "Employment Practices."

"Failure on the part of the subcontractor to implement the Equal Employment Opportunity Plan requirements will be considered a breach of the contract, and may be considered cause for termination of the contract and removal from the project. In order to comply with this requirement, your firm must agree to incorporate the "Employment Practices Provision" of MSHDA's Article XV, of the General Conditions to the Construction Contract into this subcontract."

In addition, the Subcontract declares the minority and female skilled trades-people utilization commitments goals are included, which are \_\_\_\_\_% for minority trades-people and \_\_\_\_\_% for female trades-people. Also, that the required "Approval Packet" forms are attached and executed by authorized individuals.

The undersigned acknowledges that any false pretense, including any false statement or representation; or the fraudulent obtaining of money, real or personal property; or the fraudulent use of an instrument, facility, article, or other valuable thing or service pursuant to his/her participation in any Michigan State Housing Development Authority program, is punishable by imprisonment for up to ten (10) years or by fine up to \$5,000.00.

The contractor (including every subcontractor) must keep a complete set of contract work records for a period of at least three (3) years after the project is completed. The contractor, subcontractor or material supplier understand that MSHDA will select various projects on a random basis for full project record audits at which time all records must be made available to the MSHDA contract administrator.

\_\_\_\_\_  
Subcontractor's Signature Date

\_\_\_\_\_  
General Contractor's Signature Date

**\*Designate if supplier only**