



# Consultant Letterhead

Date:

City of New York Dept. of Parks & Recreation  
Olmsted Center  
Flushing Meadows - Corona Park  
Flushing, NY 11368

Attn: Project Manager

## FINAL PAYMENT AFFIDAVIT- FOR PROJECTS WITH SUBCONSULTANTS

I certify under penalty of perjury that I (Consultant) have paid all of our sub-consultants for this project (list them by name) at least 95% of the total owed to each and that all amounts payable for services of these sub-consultants or materials in connection with this contract and not yet paid, will be paid immediately upon receipt of final payment.

\_\_\_\_\_  
Signature Date \_\_\_\_\_

\_\_\_\_\_  
Title (Principal/Partner)

State of New York, County of \_\_\_\_\_ ss.  
On this \_\_\_ day of \_\_\_\_\_ 2015 before me personally came \_\_\_\_\_ to me known and known to me to be a member of \_\_\_\_\_ the firm described in an d which executed the foregoing instrument and he acknowledged to me that he subscribed the name of said firm thereto on behalf of said firm for the purpose herein mentioned .

Notary Public or Commissioner of Deeds

# Sub-consultant Letterhead

Date:

Name of Consultant  
Street Address  
City, State, Zip

Project Name:

Dear Consultant:

This letter is written to confirm that (insert your firm's name) has been paid at least 95% for services rendered in connection with the above referenced project.

Should you have any questions or comments please feel free to contact me at your convenience.

Sincerely,