

***** **IMPORTANT** *****

PLEASE READ ALL INSTRUCTIONS BEFORE STARTING ON PACKAGE

Before mailing package please verify the following:

Questions 1-6 on Certified Statement have been answered Yes _____

Certified Statement Signed Yes _____ Sealed Yes _____ Dated Yes _____

Add/Delete Page complete and enclosed Yes _____

Complete Street Listing for FY enclosed Yes _____

All Municipalities must include a **complete street listing** of Powell Bill Streets, this includes Municipalities with no changes in your street system. List the street name and its length, with an ending total of miles. **The total miles on the street listing and Certified Statement must be the same.** A **complete street listing** must be included with the Municipality's Map and Certified Statement or it will be returned for this information.

Map instructions followed (see instructions) Yes _____

Map Signed Yes _____ Sealed Yes _____ Dated (July 1 or after) Yes _____

Mailed Certified Statement, Map, Add/Delete Page, and Street Listing on or before **July 21, 2009** Yes _____

Expenditures Report, make sure added correctly.

It must be Signed Yes _____ Notarized Yes _____ All Seals Affixed Yes _____ or it will be returned. Statutorily Due **August 1**. Mailed Yes _____

To be eligible for October, 2009 allocation, Certified Statement, Map, Add/Delete Sheet, and Complete Street Listing is due by **July 21, 2009**. Expenditures Report is due on or before **August 1, 2009**. **Do not jeopardize your eligibility by not meeting these deadlines.** If you have any questions do not hesitate to contact me at 919-733-3624 ext. 303.

Betsy Williams, Powell Bill Program Manager