



# COUNTY BUSINESS ENTERPRISE (CBE) MONTHLY UTILIZATION REPORT- SURTAX PROJECTS AND SERVICES (MUNICIPALITY)

Report No. \_\_\_\_\_  
CBE Commitment \_\_\_\_%

Municipality: \_\_\_\_\_ Contract #: \_\_\_\_\_ Contract Amount: \_\_\_\_\_

Project Name: \_\_\_\_\_ Project Completion Date: \_\_\_\_\_ Period Ending Date: \_\_\_\_\_

Prime Contractor: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

AMOUNT PAID TO PRIME: \_\_\_\_\_

### SUBCONTRACTING INFORMATION

CBE Firm(s)	Address	Description of Work	Original Agreed Price	Revised Agreed Price	% of work Completed to Date	Amount Paid This Period	Amount Paid to Date
<b>Total Amount Paid to CBE Firm(s) to Date:</b>							

I certify that the information submitted in this report is in fact true and correct to the best of my knowledge.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**This completed form must be submitted to the Municipality and the Office of Economic and Small Business Development by the 10<sup>th</sup> of each month.**

Note: The information provided herein is subject to verification by the Office of Economic and Small Business Development.