



Government of Newfoundland and Labrador
Department of Municipal and Intergovernmental Affairs
Municipal Engineering and Planning Branch

COR/2014/00906

CIRCULAR

To: All Municipalities, Local Service Districts &
Engineering/Architectural Consultants

Re: Year End Claims – March 31, 2014
Municipal Infrastructure Programs

Date: February 17, 2014

This will serve as a reminder that the date for the receipt of claims for payment of the Federal and/or Provincial share for all goods, works and services performed up to March 31, 2014 is April 4, 2014.

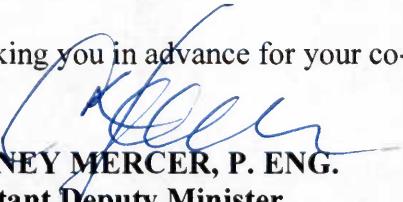
In order to avoid delays in processing claims for payment, please ensure that when claims are submitted utilizing the Municipal Support Information System (MSIS), the following supporting documents are to be uploaded with the claim:

- a) project status report
- b) job control sheet
- c) contractor's claim/engineering /architectural fees

It is imperative that invoices for all goods, works and services performed up to March 31, 2014 be received by April 4, 2014; as there is no provision in the 2014/2015 Departmental budget for these expenditures. In the event that these invoices are not submitted by April 4, 2014, then these amounts will significantly impact the available capital works funding for fiscal year 2014/15.

Should you have any questions regarding this matter, please feel free to contact Mr. John O'Leary at 729-5330.

Thanking you in advance for your co-operation.


CLUNNEY MERCER, P. ENG.
Assistant Deputy Minister
Municipal Engineering and Planning Branch

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cc: Regional Engineers
cc: Regional Directors

cc: Mr. J. O'Leary
cc: Mr. C. Power, P. Eng.