



CERTIFICATION OF JOB PROGRESS – DRAW FORM

Date: _____ Loan Number: _____

Borrower (last name, first name): _____

Builder (if applicable): _____

Borrower Phone: _____ Builder Phone: _____

Completion this draw: _____% Overall project completion: _____%

Are you aware of any outstanding contractor bills, liens, or disputes that may affect the property or your construction loan? NO YES (IF YES: explanation required on separate attachment)

PLEASE NOTE: (1) Spirit of Alaska prefers that the vendor be paid directly from the construction loan. (*2) Spirit of Alaska requires the contractors or subcontractors to be on our approved list prior to the work being done. If the contractor is not on Spirit of Alaska's approved list there is a chance that the draw will not be paid. Please make sure all the companies used are on our approved lists. (3) **Construction Draw FEE: \$50 per draw. Fee will be WAIVED if draw is processed on TUESDAY OR FRIDAYS.**

CONSTRUCTION BUILDING PHASES:

A	Softcosts- Commercial Only	K	Heating & Labor
B	Site Prep- Excavation	L	Electrical- Rough In
C	Site Prep- Footing/Foundation/ Slab	M	Electrical- Finishing
D	Site Prep- Septic/Water	N	Interior- Insulation & Labor
E	Building Package- in lieu of framing, building material, labor, etc	O	Interior- Drywall, Tape, Texture, Paint
F	Framing Material & Labor	P	Interior- Doors, Frames, Windows & Trim
G	Roofing Material & Labor	Q	Interior- Cabinets, Countertops, Ect
H	Plumbing -Rough In	R	Interior- Appliances
I	Plumbing- Finishing	S	Interior- Flooring & Labor
J	HRV & Labor	T	Exterior- Siding & Decking

<i>Vendor Address & Phone Number:</i>	<i>Funds From Section (A-T):</i>	<i>Disburse Funds By:</i>		<i>Amount</i>
		Make Check To: _____ Deposit Funds to Acct# _____	<input type="checkbox"/> Deposit into Account <input type="checkbox"/> Pick up later by: _____ <input type="checkbox"/> Pick up by Vendor <input type="checkbox"/> Mail check to vendor <i>(\$10.00 mail fee per check)</i>	Total Owed \$ Paid on this draw \$
		Make Check To: _____ Deposit Funds to Acct# _____	<input type="checkbox"/> Deposit into Account <input type="checkbox"/> Pick up later by: _____ <input type="checkbox"/> Pick up by Vendor <input type="checkbox"/> Mail check to vendor <i>(\$10.00 mail fee per check)</i>	Total Owed \$ Paid on this draw \$
		Make Check To: _____ Deposit Funds to Acct# _____	<input type="checkbox"/> Deposit into Account <input type="checkbox"/> Pick up later by: _____ <input type="checkbox"/> Pick up by Vendor <input type="checkbox"/> Mail check to vendor <i>(\$10.00 mail fee per check)</i>	Total Owed \$ Paid on this draw \$
		Make Check To: _____ Deposit Funds to Acct# _____	<input type="checkbox"/> Deposit into Account <input type="checkbox"/> Pick up later by: _____ <input type="checkbox"/> Pick up by Vendor <input type="checkbox"/> Mail check to vendor <i>(\$10.00 mail fee per check)</i>	Total Owed \$ Paid on this draw \$

TOTAL REQUESTED: \$ _____

I/We Hereby Certify: (a) The work completed for the Project on the Property has been completed to the extent described in this Certification of Job Progress and in compliance with the Construction Loan Agreement between the Owner and the Lender; (b) The list of vendors from whom labor, materials, goods or services have been obtained is complete and accurate; and (c) The funds received under this Certification of Job Progress will be paid to the person listed, in the amounts shown, immediately upon receipt of those funds. *** All draw requests are subject to approval by Spirit of Alaska FCU's Property Management Inspector. Furthermore, if the Property Management Inspector is not able to contact you via the phone # you have listed above; this may result in a delay to your draw request. **I/We understand that a failure to pay funds as provided in this Certification of Job Progress is a Class A misdemeanor under Alaska law.*

Borrower Name _____ Signature _____ Builder Name _____ Signature _____

APPROVED by Spirit of Alaska FCU: _____
Name _____ Signature _____ Date _____

Remaining balance: \$ _____

Effective March 1st, 2013, Spirit of Alaska's inspection fees will be assessed based on the type of inspection (single purpose or in-depth) and the travel cost associated with each inspection. The fee will be between \$100 to \$200 with a possible additional cost added for emergency inspections. We will make every effort to keep costs low and limit your fee by grouping inspections according to geographic areas allowing us to minimize travel costs. Below is a list of locations as well as maps to help show each zone's coverage. Please call the mortgage department at 459-5974 with any further questions. Thank you.

Zone 1: City Zone 2: Ester, Chena Ridge Zone 3: Fox, North Pole Zone 4: Salcha Zone 5: Nenana, Healy, Delta, Tok

