

CERTIFICATE FROM SUBCONTRACTOR APPOINTING OFFICER OR EMPLOYEE TO
SUPERVISE PAYMENT OF EMPLOYEES

Project Name _____

E-Mail Address: _____

Project WBS#: _____ Date _____

(I) (We) hereby certify that (I am) (we are) the **Sub Contractor** for _____

(Specify work to be performed by subcontractor for this project)
in connection with construction of the above-mentioned Project, and that (I) (we) have
appointed _____, whose signature appears below, to supervise
the payment of (my) (our) employees beginning _____, 20____; that
he/she is in a position to have full knowledge of the facts set forth in the payroll documents
and in the statement of compliance required by the Copeland Act and the City of Houston,
which he/she is to execute with (my) (our) full authority and approval until such time as (I)
(we) submit to the City of Houston a new certificate appointing some other person for the
purposes hereinabove stated.

(Identifying Signature of Appointee) Phone: _____

Attest: _____
(Name of Firm or Corporation)

By: _____
(Signature)

By: _____
(Signature)

(Title)

(Title)

NOTE: This certificate must be executed by an authorized officer of a corporation or by a
member of a partnership, and shall be executed prior to and be submitted with the first
payroll. Should the appointee be changed, a new certificate must accompany the first
payroll for which the new appointee executes a statement of compliance required by the
Copeland Act and the City of Houston.

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