



Commonwealth of Massachusetts  
EXECUTIVE OFFICE OF HOUSING &  
LIVABLE COMMUNITIES

Maura T. Healey, Governor ♦ Kimberley Driscoll, Lieutenant Governor ♦ Juana B. Matias, Secretary

Responsible Contractor Guidance Closeout Certificate For  
Projects With 20 or Less Housing Units

**Instructions:** The Responsible Contractor Guidance Closeout Certificate must be filled out and signed by the general contractor upon completion of the Project and furnished to the Project owner.

Name of Project: \_\_\_\_\_ (“Project”)

Address and City/Town of Project: \_\_\_\_\_

Name of Business: \_\_\_\_\_ (“Contractor”)

The undersigned certifies under penalties of perjury as follows:

1. I am authorized to sign this Closeout Certificate on behalf of the Contractor.
2. The Contractor has provided the Project owner with Certificates of Compliance for the Contractor and all subcontractors who have worked on this Project.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_