

Washington State Public Works Board
Department of Commerce
PO Box 42525
Olympia WA 98504-2525

RE: (Jurisdiction) 2016 Construction Loan Application

Dear Public Works Board Members,

I write to acknowledge that the (Jurisdiction) is pursuing a 2016 Construction Loan from the Public Works Board.

Part of the application process includes formally acknowledging that the (Jurisdiction) is applying for a loan that, should it be awarded, will need to be repaid.

Please consider this letter to be an acknowledgement that the 2016 Construction loan will need to be repaid once it is awarded and (Jurisdiction) has expended loan funds.

Regards

(Title / Jurisdiction)

Note: The jurisdiction may feel more comfortable adding additional language stating that the letter does not imply anything other than that loans need to be repaid.