



DBE Project File CLOSEOUT REQUEST – LPA PROJECTS

SC File #: _____ Date: _____ LPA: _____ LPA Contact: _____ Address: _____ Phone: _____ Prepared By: _____	PROJECT TYPE: Federal _____ OR State _____ Contract Amount: \$ _____ DBE Committal Amount: \$ _____ DBE Goal Amount: \$ _____ <hr style="border-top: 1px dotted black;"/> Final DBE Amount Paid: \$ _____ Final DBE Committal Amount Paid: \$ _____
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Choose ONLY ONE option that is Applicable

NO GOAL

ALL COMMITMENTS MET

ALL COMMITMENTS **NOT** MET

Submit DBE Project File Closeout Request form, along with memo justification & supporting documents.

RETURN TO:

Local Public Agency Administration Office - Room 424
 955 Park Street, Columbia SC 29201
 Telephone: (803) 737-1293
 Fax: (803) 737-6045

LPA Office Closeout Request
RECEIVED

Date: _____
Initials: _____

DOC Office Closeout Request
RECEIVED

Date: _____
Initials: _____

DBE Reporting Unit Closeout Request
RECEIVED

Entry Date: _____
Initials: _____