



**City of Henderson  
Department of Public Works  
Quality Control Division**

*To insure that constructed public infrastructure meets applicable standards*

**Bonding Reduction/Release Form**

<b>Date:</b>	<b>Bond No.</b>
<b>Permit No.</b>	
<b>Project/Permit Name:</b>	
<b>Project/Permit Address:</b>	
<b>Owner/Developer Name:</b>	
<b>Owner/Developer Address:</b>	
<b>Contact Person:</b>	
<b>Phone No.</b>	<b>Fax No.</b>
<b>Email</b>	

**Fees – Check one:**

**Make checks payable to the City of Henderson**

- \$550.00 Partial Release:**  
Cash Bonds and Agreements in lieu of bonds
- \$550.00 Bond Reduction: 80%**
- \$100.00 Full/Final Bond Release**

- Cash Bonds Only:**
- Mail Check**
  - Call when ready**

**Bond processing fees must be paid in full prior to processing and are non-refundable.**

**The following criteria must be met when requesting a release or reduction.**

- All offsite construction items on the bond and fee form and civil improvement plans must be complete.
- Streets, sidewalk, curb and gutter, flood control improvements, lighting, traffic devices, utilities, etc. Damaged and/or defective construction items may be corrected after a request has been submitted, as long as the aforementioned criteria have been met.
- For residential construction, 90% of all onsite construction must be completed and a maintenance bond posted on undeveloped lots prior to bond release requests (excludes private subdivisions).
- When replacing a bond, the replacement bond must be posted prior to requesting a release of the existing bond.
- All valves and manholes have been raised and collared.
- Safe ingress and egress must be provided throughout the project.
- Water quality has been tested and approved for public consumption.
- Sewer system has been cleaned.
- No public safety concerns exist.

**Final Bond Release Prerequisites:**

- A complete set of mylar as-builts must be reviewed and approved by Public Works Quality Control.
- All outstanding fees must be paid.
- Monumentation maps must be approved by the Public Works Survey/Right-of-Way.
- Final map recordation information must be submitted to Public Works Quality Control.

**Inspected/Approved by:**

**Date**