

***PLEASE PRINT ON SPONSOR LETTERHEAD  
CERTIFICATION LETTER  
NOTICE TO PROCEED REQUEST***

**DATE**

Mr. Jared D. Wiley  
Chief Engineer – Preconstruction  
Arkansas Department of Transportation  
P. O. Box 2261  
Little Rock, AR 72203

Re: **Job #**  
**Job Name**  
**County**

Dear Mr. Wiley:

The following documents are submitted concerning the referenced project:

1. One set of plans and specifications.
2. Justification for cost effectiveness.

I certify that the plans comply with the appropriate design standards, and all other applicable state and federal regulations, including airport clearance when necessary, for the type of work involved. I understand that if any project items are declared non-participating in federal funds due to failure to comply with any State or federal requirements, the ***(Sponsor Name)*** will promptly repay such funds to the Arkansas Department of Transportation.

Approval to proceed with construction of the project is requested.

Sincerely,

**NAME & OFFICE**  
***(Sponsor's CEO)***

Enclosures