central florida Expressway Authority

**Request for Authorization to Sublet Work Checklist**

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|  | | | |  | |  | | | | | |
| Date: | | | |  | |  | | | | | |
| Project Number: | | | |  | | CEI Reference Number: |  | | |  | |
| Contractor: | | | |  | |  | | | | | |
| Subcontractor: | | | |  | | 2nd Tier Subcontractor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | |
| CEI: | | | |  | |  | | | | | |
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|  | | | | | | | | | | | |
|  |  | Request for Authorization to Sublet Work form, properly executed | | | | | | |  | | |
|  |  | Contractor’s letter to Surety | | | | | | | | | |
|  |  | Certificate of Insurance | | | | | | | | | |
|  |  | Copy of EEO Report | | | | | | | | | |
|  |  | If DBE: | | | Certificate of Subcontract amount | | |  | | | |
|  |  |  | | | DBE Utilization Form | | | | | |
|  |  |  | | | Copy of FDOT, Orange County, and/or City of Orlando Certification | | | | | |
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| Comments: | | |  | | | | | | | | |
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