## CONTRACTOR CLAIM SUBMITTAL FORM:

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| (2-12-14) | 104-3 | SPD 01-440 |

If the Contractor elects to file a written claim or requests an extension of contract time, it shall be submitted on the *Contractor Claim* *Submittal Form (CCSF)* available through the Construction Unit or at <https://connect.ncdot.gov/projects/construction/Pages/Construction-Resources.aspx> as Form CCSF under Construction Forms.

Any claims for additional compensation and/or extensions of the completion date shall be submitted to the Division Engineer in writing, with detailed justification, prior to submitting the final invoice payment. Once an invoice is received and accepted that is marked as “Final”, the Contractor shall be barred from recovery.