



Liquidated Damages Summary

(Labor Standards Officer submits to TDHCA with copy of Liquidated Damages Remittance)

Subrecipient: _____ Contract No: _____

Date: _____ Liquidated Damages: \$ _____

Prime Contractor: _____

Sub-contractor(s): _____

Liquidated Damages Summary

Attach copies of all correspondence pertinent to any Liquidated Damages (i.e. notification letter sent to company assessing liquidated damages, copies certified DOL 347-WH payroll(s) showing discrepancies, copies of evidence of back wages paid (canceled checks or other acceptable evidence), copy of letter sent to "unfound worker" and/or copy of waiver request letter).

I. Did the Contractor seek a reduction or submit waiver request of the liquidated damages? Yes No

IF YES, was the request approved? Yes, reduction Yes, waiver

Total amount of Liquidated Damages paid: \$ _____

II. Did the Contractor pay restitution to workers? Yes No

Number of workers paid restitution: _____

Total amount of Liquidated Damages paid: \$ _____

III. Were any workers not found? Yes No
IF YES, complete the sections below.

Number of workers owed restitution but unfound: _____

Total restitution owed to unfound workers: \$ _____

IV. Were funds placed in separate bank account? Yes No

IF YES, funds must be deposited for three years.

Name of Bank: _____

Date Account Opened: _____

Caution: If worker is not found within three years, unspent funds must be returned to TDHCA for submission to HUD or Department of Labor.

Submitted by:

Name: _____ Title _____

Signature: _____ Date _____