



MACOMB TOWNSHIP

54111 Broughton Road • Macomb, MI 48042 • 586-992-0710

www.macomb-mi.gov

BOND RELEASE REQUEST FORM

Please email this completed form with any supplemental information to
Crystal Kozak at kozakc@macomb-mi.gov.

Project/Development Name: _____

Parcel Number(s): 08- _____ - _____ - _____

Summary of Work Completed/Bond Amount Request to be Released (please attach supplemental
information regarding work completed):

Requestor Name: _____

Requestor's Email Address: _____

Requestor's Phone Number: _____

Contact Name (if different from Requestor) and Address Where Bond Release letter and check (if
applicable) should be sent:

Once this form is received, your request will be sent to all Departments for review. Once the reviews
are completed, an appropriate bond release amount will be recommended to the Township Board, or
your release request will be denied.

If a bond release is recommended to the Township Board: The release recommendation will be placed
on the next available Township Board agenda. If it is approved by the Township Board, a letter will be
emailed to you indicating the release as well as any remaining punchlist items (or mailed to you hard
copy if payment is due back to you).

If a bond release is denied by the Departments or Township Board: A letter will be emailed to you
indicating the punchlist items remaining to be completed prior to release.