

Stored Materials Document Checklist



- i. To be filled out with **each** new materials storage request
- ii. Refer to Owner-Contractor agreement for any additional requirements

Material Stored:	Payment Application #:
Location/ Address of Stored Goods:	Contact Person and Phone number:

Items Required for **ALL** Stored Materials

Item	Received?	
1	<input type="checkbox"/>	Contractor has provided a written request to store materials off site. <i>(written request not required if explicitly on AIA G703)</i> Date of: _____ By: _____
2	<input type="checkbox"/>	Updated Stored Materials (Inventory) Schedule <i>(See attached Exhibit G.1)</i> Date of: _____ By: _____
3	<input type="checkbox"/>	Bill of Sale (or Invoice) - Evidencing Developer's Ownership of the Stored Materials <i>(See attached Exhibit G.2)</i> Date of: _____ By: _____
4	<input type="checkbox"/>	Designer/Architect/Third Party Inspector Acceptance (provide photos with material tags and ensure materials are secure) Date of: _____ By: _____
5	<input type="checkbox"/>	Consent of Contractor's Surety (not applicable unless Contractor has financial issues and/ or item is req'd by Lender) Date of: _____ By: _____

Additional Items Required for Materials Stored OFFSITE at **THIRD PARTY LOCATION**

(e.g. GC subcontractor or supplier warehouse)

Item	Received?	
6	<input type="checkbox"/>	Insurance - For Stored Materials naming [LENDER] _____ as a loss payee and listing Project Name Location of Storage and value of materials stored (Acord 27 or 28 with insurance coverage greater than value of materials stored off site). Date of: _____ By: _____
7	<input type="checkbox"/>	Waiver & Consent by Storage Party <i>(See attached Exhibit G.3).</i> Date of: _____ By: _____

Additional Items Required for Materials Stored OFFSITE at **BORROWER'S WAREHOUSE**

Item	Received?	
8	<input type="checkbox"/>	Warehouse Receipt - Meeting Uniform Commercial Code (U.C.C.) Article 7 - Requirements. (Bill of Sale (Item #3) not req'd when warehouse receipt provided) Date of: _____ By: _____ <i>Warehouse receipts indicate ownership of inventory goods and/or unfinished goods stored in a warehouse by a manufacturer or distributor</i>
9	<input type="checkbox"/>	Insurance - For Stored Materials (see description for Item #6) Date of: _____ By: _____