



Deferment Agreement Application

Date: _____

Approved Plat Name: _____

Type of Public Improvements: _____

Ownership and authorized signatories to enter into the agreement:

Point of Contact Information

Legal Name: _____

E-mail address: _____

Phone No: _____

Company Name (legal) entering into the agreement (L.L.C.; L.P.; Inc.):

Address: _____

City: _____ State: _____ ZIP: _____

Documents required with application submittal: Items 1 – 10 from page two.

Applicant's Signature

Title

Submit the Application to: contractsandagreements@cctexas.com

Mail to: City of Corpus Christi Land Development Services
2406 Leopard St. Suite 100
Corpus Christi, Texas 78408

CITY OF CORPUS CHRISTI
DEPARTMENT OF DEVELOPMENT SERVICES

(Required items for a Deferment Agreement)

- (1) **Exhibit 1** - Approved final plat
- (2) **Exhibit 2** – Approved public improvement plans
- (3) **Exhibit 3-** Cost Estimate representing 110% of total cost of constructing the deferred improvements. Submit plans and estimates to:
PublicImprovements@cctexas.com
- (4) Financial Security, a Letter of Credit (LOC) or Certified Bank check. The financial security will be reviewed and approved by Finance Department before the deferment agreement is finalized and fully executed
- (5) **Exhibit 4-** Signed Disclosure of Interest Form for all interested parties, including all supporting documentation for proof of ownership and authorized signatories
- (6) Copy of Warranty Deed
- (7) Corporate Resolution authorizing deferment agreement with the City
- (8) Form 1295, use link below to access the form. Enter the name of the type of agreement for box asking for a contract number:
https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm
- (9) Financial Security documents are due at the time the customer executes the agreement
- (10) \$1087 deferment agreement application fee is due before processing new agreements and addendums to existing agreements
- (11) Recordation fee is due at after the agreement is executed, and the amount is based upon the number of pages in the document

