

Texas Government Code Chapter 2253 (McGregor Act) - Public Form #2 - RETAINAGE ONLY NOTICE

[Date]

TO: (1) CERTIFIED MAIL
 (2) RETURN RECEIPT REQUESTED

AND

 (3) CERTIFIED MAIL
 (4) RETURN RECEIPT REQUESTED

Re: (5)

Pursuant to The McGregor Act, Texas Government Code Chapter 2253, we advise you that this firm has a claim for unpaid retainage pursuant to a certain contract dated _____, 20____, with (6) for the referenced project. The amount of the contract is \$ _____, and the amount paid is \$ _____, leaving a balance outstanding of \$ _____, which is due and owing. We make claim for such amount which has been retained from us and which is past due.

 (7)
By: _____

* * * * *

- (1) Bonding Company.
- (2) Bonding Company's Address.
- (3) Prime Contractor.
- (4) Prime Contractor's Address.
- (5) Name of Project.
- (6) Prime Contractor.
- (7) Your Company.