

Mr. Jamie Thompson  
Senior Project Manager  
Physical Plant Services  
Queen's University  
207 Stuart St. Rideau Building, 2nd Floor  
Kingston, ON K7L 3N6

*Re: Queen's University Botterell Hall – Level 2, Phase 3B  
Project File 1411276-1809  
Certificate of Substantial Performance*

Dear Mr. Thompson,

Please find enclosed a copy of the Certificate of Substantial Performance of the Contract (Form 9) dated December 21, 2021, in accordance with the Construction Act.

"The Contractor shall publish a copy of the Certificate of Substantial Performance once in a construction trade newspaper" which commences the lien period. Therefore, we require evidence of the publication together with your submittal for "release of holdback" which includes following:

1. Contractor's invoice – release of holdback request.
2. Statutory Declaration.
3. WSIB Clearance Certificate.
4. Photocopy of the Certificate of Publication in a construction trade newspaper.

It is recommended you seek legal counsel familiar with jurisprudence as it relates to the Construction Act.

Sincerely,

**B+H Architects Corp.**



Alkim Sonmezocak, B. Arch, OAA, MRAIC  
Senior Associate  
AS:sl

Enclosure

c.c. Luis Bulhoes, Luke Perkins, Corinna Geenvasen - Cupido Construction  
Alkim Sonmezocak, Chris McQuillan, Nick Patterson – B+H

**FORM 9**  
**CERTIFICATE OF SUBSTANTIAL PERFORMANCE OF THE**  
**CONTRACT UNDER SECTION 32 OF THE ACT**

*Construction Act*

.....  
(County/District/Regional Municipality/Town/City in which premises are situated)

.....  
(street address and city, town, etc., or, if there is no street address, the location of the premises)

This is to certify that the contract for the following improvement:

.....  
(short description of the improvement)

to the above premises was substantially performed on .....  
(date substantially performed)

Date certificate signed: .....



.....  
(payment certifier where there is one)

.....  
(owner and contractor, where there is no payment certifier)

Name of owner: .....

Address for service: .....

Name of contractor: .....

Address for service: .....

Name of payment certifier (where applicable): .....

Address: .....

(Use A or B, whichever is appropriate)

A. Identification of premises for preservation of liens:

.....  
(if a lien attaches to the premises, a legal description of the premises,  
including all property identifier numbers and addresses for the premises)

B. Office to which claim for lien must be given to preserve lien:

.....  
(if the lien does not attach to the premises, the name and address of the person or body to whom the claim for lien must be given)