Instructions For FSA-2154

RELEASE BY CONTRACTOR

This form is used by contractors to provide certification of release of any claims on property improved with agency funds.

Submit the original of the completed form in hard copy or facsimile to the appropriate USDA office.

Producers who have established electronic access credentials with USDA may electronically transmit this form to the USDA office, provided that the producer submitting the form is the only person required to sign the transaction.

Features for transmitting the form electronically are available to those producers with access credentials only. If you would like to establish online access credentials with USDA, follow the instructions provided at the USDA eForms web site.

All Items are completed by the contractor.

Item No. Field Name	Instruction
1 Dollar amount	Enter the total contract amount in script on the line provided and the numeric dollar amount after the dollar sign ($) in the area in parenthesis.
2 Date	Enter the date of construction contract.
3 Name	Enter the property owner's name.
4 Name	Enter the contractor's name.
5 Title	Enter the contractor's title.
6 Signature	Enter the contractor's signature. If faxing or mailing the form, print the form and manually enter your signature. This form is approved for electronic transmission. If you have established credentials with USDA to submit forms electronically, use the buttons provided on the form for transmitting the form to the USDA servicing office. Electronic transmission may only be completed if you are the only person required to sign this form.
7 Date	Enter the date the contractor signed the form.