

49.604 Release of excess funds under terminated contracts.

The following format shall be used to recommend the release of excess funds under terminated contracts, except if the contracting office retains responsibility for settlement of the termination:

: Termination Contracting Officer _____ [address]

To: Contracting office _____ [address]

Subj: Terminated Contract No _____ with _____ [Contractor]

Refs:

(a) [*Cite termination notice and effective date.*]

(b) [*Cite prior letters releasing excess funds, if any.*]

(1) Referenced termination notice, ___ [*insert "completely" or "partially"*] terminated contract _____.

(2) Based on the best information available, it is estimated that the gross settlement cost will be \$____. The amount available for release as excess to the contract is \$____. Any payments previously made to the Contractor for terminated items have been considered in arriving at the above amounts.

[If prior letters recommending release of excess funds are cited, use the following as paragraph 2:

The estimated settlement costs previously reported by reference (b) in the amount of \$____ are revised. On the best evidence now available, it is estimated that the settlement costs will be \$____. The additional amount available for release is \$____.]

(3) The related appropriations and amounts involved are:

Appropriations	Allocated Amounts
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Copies to: Paying Office Accounting and Finance Office Other

Parent topic: [Subpart 49.6 - Contract Termination Forms and Formats](#)