



**Subdivision Administration**

**Financial Security (FS) Calendar  
September 15, 2023 Expiration Date**

Financial Security (FS) - September Schedule	Due Date	Guidance & Requirements
Final Punch List Inspection (LDR 6.5.3 A1.i)	June 9, 2023	Applicant's that haven't had a final punch list inspection meeting by this date are not likely to close-out the subdivision within the required time frame and risk collection on the FS. As such, applicants are encouraged to submit a renewal application.
<b>Renewal/Reduction Application Due</b>	<b>July 3, 2023</b>	The renewal/reduction application due date provides ample time for staff to review and applicants to work with banks to issue FS instruments by the FS due date. <b>Reduction applications submitted after August 28, 2023 will not be accepted or processed.</b>
Inspection - Final Acceptance (LDR 6.5.3 A1.j)	July 21, 2023	Applicant's that are able to successfully complete the final acceptance meeting by this date are on schedule to close-out without renewing FS. If not, applicants are strongly encouraged to submit a FS renewal application but may incur fees if FS is submitted after August 28, 2023.
<b>FS Renewal &amp; Reductions Due (sidewalks escrow if applicable)</b>	<b>July 31, 2023</b>	<b>The letter of credit or escrow must be delivered and in-hand to Subdivision Administration by this date.</b> Fees apply. See Land Development Fee schedule for specific fees <a href="https://www.greenvillecounty.org/LandDevelopment/FinancialSecurity.aspx">https://www.greenvillecounty.org/LandDevelopment/FinancialSecurity.aspx</a>
Close-out Submittal Packet Due	July 31, 2023	All documents required to close-out the FS must be submitted by this date. For a complete list of required close-out documents visit: <a href="https://www.greenvillecounty.org/LandDevelopment/ReleaseofFinancialSecurity.aspx">https://www.greenvillecounty.org/LandDevelopment/ReleaseofFinancialSecurity.aspx</a>
Apply \$500 late fee	August 1, 2023	
Close-out Comments Due	August 7, 2023	Staff will review close-out submittal packet and notify the applicant of any deficiencies.
Final Close-out Packet Resubmittal Due	August 14, 2023	Final date to submit a complete close-out submittal packet.
<b>Initiate Draw Request</b>	<b>September 1, 2023</b>	
Apply \$1000 late fee	September 2, 2023	
Financial Security Expires	September 15, 2023	