

**A DOCUMENT DEPOSIT** is required due to Homeland Security issues. TMWA is responsible to ensure that Plans and Specifications are returned after a project is bid. Contractors are required to return the complete plans and specifications within thirty (30) days of project bidding.

In an effort to simplify administrative procedures for both TMWA and our contractors, we are instituting a new policy for all future projects. A \$250.00 ("Document Deposit") will be required the first time a contractor bids on a project. The funds will be deposited into a TMWA account. If the plans and specifications are returned, the funds will be retained for future projects. Interest will accrue for the period of time the deposit is held. Your deposit and interest are refundable at any time upon written request.

If the plans & specifications are not returned, your deposit will be retained by TMWA and you will be required to submit a new deposit for the next project. If you have more than one set of plans that are not returned, TMWA will bill you for the balance at \$250.00 a set and you will not be permitted to bid on future projects until your balance is paid and a new \$250.00 deposit is submitted to TMWA.

Remit Checks to Truckee Meadows Water Authority (TMWA) attn: Justine Chambers,  
(Physical Address) 1355 Capital Blvd., Reno, NV 89502 (775) 834-8056  
(Mailing Address) P.O. Box 30013, Reno, NV 89520-3013  
Be sure to include your phone # and Federal Tax ID #