



TOWN OF EAST KINGSTON ESCROW FUND AGREEMENT

CASE # _____

The East Kingston Planning Board has the statutory authority to impose fees and required funds to be held in escrow for a variety of development projects to cover its administrative expenses and costs of special investigative studies, review of documents and other matters which may be required (See [RSA 673:16](#) and [RSA 676:4\(I\)\(g\)](#)). Escrow funds shall be provided by the applicant, held by the Town, and released only after all conditions have been met.

Applicant's Name		Applicant's Phone	
Applicant's Address		Applicant's Email	
Project Location		MBL#	
Type of Project		Escrow Amount	\$2,500.00

As the applicant for the project listed above, I have read and understand the terms of this Escrow Fee Agreement as prescribed below.

I authorize the Town of East Kingston to establish an escrow account in the amount listed above for professional review services and other costs associated with my application (including but not limited to Rockingham Planning Commission, Town Attorney, and Town Engineer). Should the balance of the escrow account fall below \$250, the account shall be replenished to the original amount, or an amount deemed sufficient by the Planning Board.

I understand that with an escrow I may be required to pay additional fees for services incurred, as needed, and the Town of East Kingston may reimburse funds if the escrow funds are not expended in their entirety once the project approval process concludes and that it is my responsibility to request these unspent funds.

I acknowledge that any outstanding fees not paid that are incurred by the Town of East Kingston associated with the approval of the application can and will be required to be paid as a condition of approval before the final approved plans are signed by the Planning Board.

Additionally, I understand that failure to submit of all required fees including the Escrow Fee, complete and signed application forms, a current abutters list and this Escrow Fee Agreement in advance of the scheduled public hearing for the application with the Planning Board meeting may result in the application being deemed incomplete and insufficient for the Board to invoke jurisdiction on the plan.

Applicant's Signature

Date

Planning Board's Signature

Date