Subpart 1204.8—Government Contract Files

Parent topic: PART 1204—ADMINISTRATIVE AND INFORMATION MATTERS

1204.801 General.

(a) The COCO is designated as the head of each office performing contracting and contract administration functions. The Chief Financial Officer (CFO) of the OA is designated as the head of the office performing paying functions.

1204.804 Closeout of contract files.

1204.804-5 Procedures for closing out contract files.

1204.804-570 Supporting closeout documents.

(a) When applicable and prior to contract closeout, the contracting officer shall obtain the listed DOT and Department of Defense (DOD) forms (*see* paragraphs (a)

(1) through (4) of this section) from the contractor to facilitate contract closeout. See part 1253 for links to forms.

(1) Form DOT F 4220.4, Contractor's Release, *see* FAR 52.216–7;

(2) Form DOT F 4220.45, Contractor's Assignment of Refunds, Rebates, Credits and Other Amounts, *see* FAR 52.216–7;

(3) Form DOT F 4220.46, Cumulative Claim and Reconciliation Statement, *see* FAR 4.804–5(a)(13); and

(4) Department of Defense (DD) Form 882, Report of Inventions and Subcontracts, *see* FAR 52.227–14.

(b) The forms listed in paragraph (a) of this section are used primarily for the closeout of cost-reimbursement, time-and-materials, and labor-hour contracts. However, the forms may also be used for closeout of other contract types or when necessary to protect the Government's interest.