

SAMPLE

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: PROJECT: APPLICATION # PERIOD TO: Distribution to:
 FROM CONTRACTOR: VIA ARCHITECT: PROJECT NOS: Owner
 CONTRACT DATE: Const. Mgr
 Architect
 Contractor

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

★ Corresponding Appendix B Pt. 2

1. ORIGINAL CONTRACT SUM \$ ★ C

2. Net change by Change Orders \$ ★ D

3. CONTRACT SUM TO DATE (Line 1 +/- 2) \$ ★ C+D

4. TOTAL COMPLETED & STORED TO DATE \$
 (Column G on Continuation Sheet)

5. RETAINAGE:
 a. of Completed Work \$
 (Columns D+E on Continuation Sheet)
 b. of Stored Material \$
 (Column F on Continuation Sheet)
 Total Retainage (Line 5a + 5b or
 Total in Column I of Continuation Sheet) \$ ★ Retainage this Period

6. TOTAL EARNED LESS RETAINAGE \$ ★ Total completed less retainage this Period
 (Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$
 (Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE \$ ★ (C) - Add all certified pay apps for pay period

9. BALANCE TO FINISH, INCLUDING RETAINAGE \$
 (Line 3 less Line 6)

CONTRACTOR:
 By: _____ Date: _____
 State of: _____
 County of: _____
 Subscribed and sworn to before me this _____ day of _____
 Notary Public: _____
 My Commission expires: _____

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 8. Current payment due
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

★★ Corresp. Appendix B Pt. 3

CHANGE ORDER SUMMARY	+ ADDITIONS	- DEDUCTIONS
Total changes approved in previous months by Owner	★★	
Total approved this Month	★★ Total approved this period	
TOTALS		
NET CHANGES by Change Order	★★ Net Changes	

ARCHITECT:
 By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

If submitting multiple pay periods, use most recent

CERTIFIED CONTRACTOR PAY APP.