

# PAYMENT APPLICATION

TO: ABC Company 2250 Skyline Drive Sometown, US 55555-5555 Attn: Tom Jones	PROJECT NAME AND LOCATION: Sample Project 1 Sample Project 1 2500 Canyon Drive Anywhere, PA 55555-5555	APPLICATION # 5 PERIOD THRU: 10/31/2012 PROJECT #s: 555-555 DATE OF CONTRACT: 04/01/2012 PAYMENT TERMS: Net 30 Days PAYMENT DUE: 11/30/2012	Distribution to: <input checked="" type="checkbox"/> OWNER <input checked="" type="checkbox"/> ARCHITECT <input checked="" type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/>
FROM: General Contractors, Inc. 7200 Seaview Terrace Anywhere, US 55555-6987	ARCHITECT: Architects R Us 243 Terrace Way Sometown, US 55555-2345		
FOR: Sample Project			

## CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below.  
Continuation Page is attached.

1. <b>CONTRACT AMOUNT</b>	\$65,000.00
2. <b>SUM OF ALL CHANGE ORDERS</b>	\$11,000.00
3. <b>CURRENT CONTRACT AMOUNT</b> (Line 1 +/- 2)	\$76,000.00
4. <b>TOTAL COMPLETED AND STORED</b> (Column G on Continuation Page)	\$66,775.00
5. <b>RETAINAGE:</b>	
a. 10.00% of Completed Work (Columns D + E on Continuation Page)	\$6,677.50
b. 10.00% of Material Stored (Column F on Continuation Page)	\$0.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$6,677.50
6. <b>TOTAL COMPLETED AND STORED LESS RETAINAGE</b> (Line 4 minus Line 5 Total)	\$60,097.50
7. <b>LESS PREVIOUS PAYMENT APPLICATIONS</b>	\$55,507.50
8. <b>PAYMENT DUE</b>	<b>\$4,590.00</b>
9. <b>BALANCE TO COMPLETION</b> (Line 3 minus Line 6)	\$15,902.50

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$6,000.00	\$0.00
Total approved this month	\$5,000.00	\$0.00
<b>TOTALS</b>	<b>\$11,000.00</b>	<b>\$0.00</b>
<b>NET CHANGES</b>	<b>\$11,000.00</b>	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: General Contractors, Inc.

By: John Smith Date: 10/31/2012  
Greg Towne

State of: PA

County of: Berks

Subscribed and sworn to before

me this 31st day of October 2012

Notary Public: Kate Jones

My Commission Expires: 12/30/2013

## ARCHITECT'S CERTIFICATION

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT.....

*(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)*

ARCHITECT: Jane Doe

By: \_\_\_\_\_ Date: \_\_\_\_\_

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.