

GENERAL CONTRACTOR CONSTRUCTION INVOICE SAMPLE TEMPLATE

Blank Application for Payment can be found on page 2.

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APPLICATION FOR PAYMENT

TO OWNER

PROJECT

APPLICATION NUMBER

PERIOD ENDING

CONTRACT WORK

CONTRACT NO

PREPARED BY

FROM CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Refer to backup sheets attached for detailed breakdown

1 Original Contract Amount:	\$	20,000.00
2 Net Changes to Contract:	\$	600.00
3 Total Contract Amount:	\$	20,600.00
4 Total Completed To Date:	\$	15,000.00
5 Retainage:		
a. 15% of Completed Work		
Total Retainage:	\$	2,250.00
6 Total Completed Less Retainage:	\$	12,750.00
7 Less Previous Applications:	\$	5,000.00
8 Current Payment Due:	\$	7,750.00
9 Balance to Finish Including Retainage:	\$	7,850.00

EXTRA WORK SUMMARY	ADDITIONS	DELETIONS
Changes From Previous Applications	\$ 1,000.00	\$ 400.00
Changes From This Application	\$ -	\$ -
Total	\$ 1,000.00	\$ 400.00
Net Changes	\$	600.00

CONTRACTOR'S CERTIFICATION

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

CONTRACTOR DATE

State Country

Subscribed & sworn to before me

this day of

Notary Public Name Commission Expiration Date

ENGINEER'S CERTIFICATE FOR PAYMENT

The Engineer hereby confirms that based on site observations & to the best of his/her knowledge, this payment application accurately reflects the progression of work and that this work meets contract requirements sufficient enough to justify payment in the amount certified below:

AMOUNT CERTIFIED

Provide explanation below or attached if amount certified does not match this application amount. Initial all figures & markups to agree with certified amount.

ENGINEER DATE

The Amount Certified is payable to the contractor listed above.

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TO OWNER

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FROM CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Refer to backup sheets attached for detailed breakdown

- 1 Original Contract Amount:
- 2 Net Changes to Contract:
- 3 Total Contract Amount:
- 4 Total Completed To Date:
- 5 Retainage:
 - a. of Completed Work
 - Total Retainage:
- 6 Total Completed Less Retainage:
- 7 Less Previous Applications:
- 8 Current Payment Due:
- 9 Balance to Finish Including Retainage:

EXTRA WORK SUMMARY	ADDITIONS	DELETIONS
Changes From Previous Applications	<input type="text"/>	<input type="text"/>
Changes From This Application	<input type="text"/>	<input type="text"/>
Total	<input type="text"/>	<input type="text"/>
Net Changes	<input type="text"/>	

CONTRACTOR'S CERTIFICATION

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

CONTRACTOR DATE

State Country

Subscribed & sworn to before me

this day of

Notary Public Name Commission Expiration Date

ENGINEER'S CERTIFICATE FOR PAYMENT

The Engineer hereby confirms that based on site observations & to the best of his/her knowledge, this payment application accurately reflects the progression of work and that this work meets contract requirements sufficient enough to justify payment in the amount certified below:

AMOUNT CERTIFIED

Provide explanation below or attached if amount certified does not match this application amount. Initial all figures & markups to agree with certified amount.

ENGINEER DATE

The Amount Certified is payable to the contractor listed above.

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