

SERVICE PROVIDER AGREEMENT REQUISITION FOR PAYMENT

**** THIS FORM, PROPERLY COMPLETED, INCLUDING SERVICE PROVIDER INVOICE MUST ACCOMPANY EVERY PAYMENT REQUEST FOR THIS PROJECT. ****

CONTRACTOR / CONSTRUCTION MANAGER
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SERVICE PROVIDER

PROJECT NAME: _____	AGREEMENT #: _____	VENDOR #: _____
PAYMENT REQUEST NUMBER: _____	DATE OF REQUEST: _____	INVOICE #: _____
PAYMENT PERIOD FROM _____ TO _____	<input type="checkbox"/> PROGRESS	<input type="checkbox"/> FINAL

STATEMENT OF AGREEMENT	
\$ _____	← AGREEMENT FOR:
	ORIGINAL AGREEMENT DATE: _____
\$ _____	← APPROVED CHANGES # _____ THROUGH # _____
MAXIMUM BILLING → \$ _____	← TOTAL AGREEMENT TO DATE

STATEMENT OF REQUISITION	
COMPLETED TO DATE	\$ _____
LESS PREVIOUS REQUISITION	\$ _____
CURRENT REQUISITION	\$ _____

CERTIFICATION, WAIVER, AND RELEASE	
In support of this Requisition seeking payment from Contractor/Construction Manager ("Contractor") under the Agreement and for the Project defined above, I hereby certify on behalf of Service Provider as follows:	
<ol style="list-style-type: none">1. This Requisition seeks payment for the actual value of accomplishments (work performed and materials supplied) to the end of the covered payment period under the terms of the Agreement, including all authorized changes thereto.2. Service Provider has made payment, less applicable retention, through the period covered by previous requisitions, for all sums owed relating to the Agreement (including, without limitation, materials, goods, equipment, labor, union fringes or deductions, and lower-tier subcontracted work).3. Service Provider has complied with all applicable federal, state, and local tax and/or labor laws, (including, without limitation, Social Security, unemployment, workers' compensation, and prevailing wage) relating to the Agreement.4. Service Provider warrants and represents that it has made no assignment of its rights to payment or to file a lien in connection with the Project.5. Service Provider hereby approves any change order document issued by Contractor covering work for which payment is sought in whole or in part by this Requisition, even if Service Provider has not yet executed the change order document.6. The person signing below has authority from Service Provider and has personal knowledge that this Requisition and all statements herein are true and correct.	

For valuable consideration, Service Provider hereby waives and releases any and all claims and/or lien rights which Service Provider may now have relating to the Agreement, through the payment period covered by this Requisition. This waiver and release is unconditional, except that it is conditional on receipt of payment to the extent of funds sought by this Requisition.

Date: _____

SUBSCRIBED AND SWORN TO, BEFORE ME, THIS
_____ day of _____

Notary Public _____ **BY:** _____

My Commission Expires: _____

FOR OFFICE USE ONLY: Approved By: _____	Comments: _____	(Rev 07/13)
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