



- COMMERCIAL
- INDUSTRIAL

SUBCONTRACTORS REQUISITION FOR PAYMENT

SUBCONTRACTOR NAME	DATE:
STREET ADDRESS	REQUISITION FOR PAYMENT #:
CITY/STATE/ZIP CODE	SUBCONTRACTOR'S INV. #:
TOTAL AMOUNT OF SUBCONTRACT / P.O.	NEMO'S JOB #:
TOTAL AMOUNT OF CHANGE ORDER	CONTRACT # / PO # / CO #:
	JOB NAME:
	JOB ADDRESS:
	TYPE OF WORK:

VALUE OF WORK COMPLETED BY SUBCONTRACTOR AS PER DETAIL ON SCHEDULE OF VALUE (Tab #2):

BILLING PERIOD: FROM: _____ TO _____	GROSS BILLING	RETENTION	NET BILLING
TOTAL COMPLETED TO DATE: (including current requisition amount)			
LESS PREVIOUS REQUISITIONS:			
CURRENT BILLING:			

Subcontractor covenants that it will receive the payment paid pursuant to this Requisition and will hold such payment as a trust to be applied first to paying the claims of subcontractors, laborers and materialmen arising out of the performance of the Subcontract, before using any part of the total for any other purpose. Subcontractor further waives and releases any and all claims, liens or right of lien it has to the extent of the payment received. Subcontractor further agrees to indemnify and hold harmless the Contractor and the Owner from and against any and all lien claims of its subcontractors and suppliers arising out of the performance of the Subcontract. To include the making of the payment hereby requested, the Subcontractor represents that all claims of its subcontractors and suppliers, for which it has received payment from the Contractor, have been paid together with all taxes applicable thereto, except for the following:

<u>CLAIMANT</u>	<u>NATURE OF CLAIM</u>	<u>AMOUNT</u>

SUBCONTRACTOR	AUTHORIZED SIGNATORY	TITLE	DATE

FOR NEMO CONSTRUCTORS, INC. USE ONLY

Comments:	Approved:
	PROJECT MANAGER
	DATE



■ COMMERCIAL

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SUBCONTRACT ITEM #:	DESCRIPTION OF WORK	TOTAL VALUE AT COMPLETION	VALUE OF WORK COMPLETED			
			PREVIOUS BILLINGS	PREVIOUS % COMPLETE	CURRENT BILLING	CURRENT % COMPLETE
IF SPACE IS INSUFFICIENT, ATTACH DETAIL						

INSTRUCTIONS TO SUBCONTRACTOR:

1. Requisitions for payment shall be numbered consecutively.
2. Subcontractor's name and address must be identified on form. If address has changed please highlight and notify Nemo's office of the change.
3. Subcontract amount and Change Order amount(s) MUST be billed separately.
4. "Original Subcontract Amount" is the total amount the subcontract agreement / purchase order identifies.
5. "Change Order Amount" is the total amount of the change order you are billing. Each change order is to be billed separately.
6. Contract # / Purchase Order # / Change Order # must be referenced in space provided.
7. Nemo Job #, Job Name and Job Address must be referenced in space provided (information provided in subcontract agreement and/or preliminary notice information document). If you do not know, contact Nemo's office.
8. Include the amount for the period covered by the requisition ("billing period") in the total completed to date.
9. Subcontractor must show any claims against it (or him) arising out of the subcontract that have not been fully paid - give name of claimant, nature of claim and amount thereof, in spaces provided.