



- COMMERCIAL
- INDUSTRIAL

LEGEND

- 1) Total Amount of Subcontract / Purchase Order
- 2) Total Amount of Change Order
- 3) Total amount of work completed to date, including current requested amount
- 4) Total amount of all retention to date (10% of work completed to date)
- 5) Net total amount of all work completed (gross amount minus retention)
- 6) Total amount of all work previously billed
- 7) Total amount of retention on all work previously billed (10% of total work previously billed)
- 8) Net total amount of all work previously billed (gross amount minus retention)
- 9) Total amount of work completed for the current period (line 3 minus line 6)
- 10) Total amount of retention on work completed for current period (10% of total work completed for current period)
- 11) Net total amount of work completed for current period (gross amount minus retention)

SUBCONTRACTORS REQUISITION FOR PAYMENT

DATE: _____

SUBCONTRACTOR NAME _____

REQUISITION FOR PAYMENT #: _____

STREET ADDRESS _____

SUBCONTRACTOR'S INV. #: _____

CITY/STATE/ZIP CODE _____

NEMO'S JOB #: _____

CONTRACT # / PO # / CD #: _____

TOTAL AMOUNT OF SUBCONTRACT / P.O. \$ 1

JOB NAME: _____

TOTAL AMOUNT OF CHANGE ORDER \$ 2

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)	\$ <u>3</u>	\$ <u>4</u>	\$ <u>5</u>
LESS PREVIOUS REQUISITIONS:	\$ <u>6</u>	\$ <u>7</u>	\$ <u>8</u>
CURRENT BILLING:	\$ <u>9</u>	\$ <u>10</u>	\$ <u>11</u>

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:

CLAIMANT	NATURE OF CLAIM	AMOUNT	
_____	_____	_____	
_____	_____	_____	
_____	_____	_____	
_____	_____	_____	
_____	_____	_____	
SUBCONTRACTOR	AUTHORIZED SIGNATORY	TITLE	DATE

FOR NEMO CONSTRUCTORS, INC. USE ONLY

Comments: _____ Approved: _____

_____ PROJECT MANAGER DATE



- COMMERCIAL
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SUBCONTRACTORS REQUISITION FOR PAYMENT

ABC Construction	DATE: January 1, 2016
SUBCONTRACTOR NAME	
123 Main St.	REQUISITION FOR PAYMENT #: 1
STREET ADDRESS	SUBCONTRACTOR'S INV. #: 999
Los Angeles, Ca 90022	NEMO'S JOB #: 16.000
CITY/STATE/ZIP CODE	CONTRACT # / PO # / CO #: 16000-15100
TOTAL AMOUNT OF SUBCONTRACT / P.O. \$50,000.00	JOB NAME: Hotel Smith - Renovations
TOTAL AMOUNT OF CHANGE ORDER \$	JOB ADDRESS: 987 Smith St., Los Angeles, Ca 90001
	TYPE OF WORK: Plumbing

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

	GROSS BILLING	RETENTION	NET BILLING
BILLING PERIOD: FROM: 12/1/2015 TO 12/31/2015			
TOTAL COMPLETED TO DATE: (including current requisition amount)	\$30,000.00	\$3,000.00	\$27,000.00
LESS PREVIOUS REQUISITIONS:	\$25,000.00	\$2,500.00	\$22,500.00
CURRENT BILLING:	\$5,000.00	\$500.00	\$4,500.00

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:

CLAIMANT	NATURE OF CLAIM	AMOUNT

SUBCONTRACTOR	AUTHORIZED SIGNATORY	TITLE	DATE
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Comments:	Approved:
	PROJECT MANAGER
	DATE



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SUBCONTRACTORS REQUISITION FOR PAYMENT

ABC Construction	DATE: January 1, 2016
SUBCONTRACTOR NAME	
123 Main St.	REQUISITION FOR PAYMENT #: 2
STREET ADDRESS	SUBCONTRACTOR'S INV. #: 1000
Los Angeles, Ca 90022	NEMO'S JOB #: 16.000
CITY/STATE/ZIP CODE	CONTRACT # / PO # / CO #: 16000-15100 C/O #003
TOTAL AMOUNT OF SUBCONTRACT / P.O. \$	JOB NAME: Hotel Smith - Renovations
TOTAL AMOUNT OF CHANGE ORDER \$8,000.00	JOB ADDRESS: 987 Smith St., Los Angeles, Ca 90001
	TYPE OF WORK: Plumbing

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

	GROSS BILLING	RETENTION	NET BILLING
BILLING PERIOD: FROM: 12/1/2015 TO 12/31/2015			
TOTAL COMPLETED TO DATE: (including current requisition amount)	\$8,000.00	\$800.00	\$7,200.00
LESS PREVIOUS REQUISITIONS:	\$0.00	\$0.00	\$0.00
CURRENT BILLING:	\$8,000.00	\$800.00	\$7,200.00

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:

CLAIMANT	NATURE OF CLAIM	AMOUNT

SUBCONTRACTOR	AUTHORIZED SIGNATORY	TITLE	DATE
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SUBCONTRACTORS REQUISITION FOR PAYMENT

ABC Construction	DATE: January 1, 2016
SUBCONTRACTOR NAME	
123 Main Street	REQUISITION FOR PAYMENT #: 4
STREET ADDRESS	SUBCONTRACTOR'S INV. #: 1002
Los Angeles, Ca 90022	NEMO'S JOB #: 16.000
CITY/STATE/ZIP CODE	CONTRACT # / PO # / CO #: 16000-15100 RETENTION
TOTAL AMOUNT OF SUBCONTRACT / P.O. \$15,000.00	JOB NAME: Hotel Smith - Renovations
TOTAL AMOUNT OF CHANGE ORDER \$	JOB ADDRESS: 987 Smith St., Los Angeles, Ca 90001
	TYPE OF WORK: Plumbing

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

	GROSS BILLING	RETENTION	NET BILLING
BILLING PERIOD: FROM: 12/1/2015 TO 12/31/2015			
TOTAL COMPLETED TO DATE: (including current requisition amount)	\$15,000.00	\$1,500.00	\$13,500.00
LESS PREVIOUS REQUISITIONS:	\$15,000.00	\$0.00	\$15,000.00
CURRENT BILLING:	\$0.00	\$1,500.00	\$1,500.00

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:

CLAIMANT	NATURE OF CLAIM	AMOUNT

SUBCONTRACTOR	AUTHORIZED SIGNATORY	TITLE	DATE
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Comments:	Approved:

PROJECT MANAGER	DATE
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