

TO ENSURE PROMPT PROCESSING OF REQUISITIONS, PLEASE:

Email invoices to ap@Mohammadconstruction.com by the 25th of the month in 'pdf' or 'tiff' format.

- o *Any late bills received after the 25th will be processed in the subsequent month .*
- o *Do not mail or fax a copy in addition to the email; we are paperless.*
- o *Do not e-mail your project manager; the only valid submission is to ap@Mohammadconstruction.com.*
- o *Do not send multiple e-mails. Send one e-mail with all required parties on copy.*

Use AIA forms G702 and G703; samples are included for your use.

- o *Please complete fully, including notarized signature on G702.*
- o *List your detailed 'schedule of values' on G703.*
- o *Include a break-down of labor, material, and tax on G703.*

Include a corresponding 'Conditional Lien Waiver' (Form 1) with each requisition.



THE FOLLOWING PAPERWORK MUST BE SUBMITTED PRIOR TO STARTING WORK:

- Signed contract / purchase order
- Signed change orders (if applicable)
- Valid insurance certificate (see Form for requirements & for additional insureds)
- List of suppliers and subcontractors
- Out-of-state paperwork (applicable to non-resident contractors)
- W-9 form (only need to submit once, not for each project)

Providing the above documentation is a contract requirement. Please e-mail to Estimating@Mohammadconstruction.com. Missing paperwork will delay payment.

Please contact our Accounts Payable department with any questions: ap@Mohammadconstruction.com.

Thank you in advance for your cooperation!

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF _____ PAGES

TO GC: MOHAMMAD Construction, LLC
 ap@Mohammadconstruction.com
 Fayetteville, NC 28306



PROJECT: [REDACTED]
 Address: [REDACTED]

APPLICATION NO: [REDACTED]

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

PERIOD TO: [REDACTED]

FROM SUBCONTRACTOR: [REDACTED]

VIA ARCHITECT:

CM&B PROJECT NO: [REDACTED]

CONTRACT FOR:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	0.00
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	0.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	0.00
5. RETAINAGE:		
a. 10 % of Completed Work (Column D + E on G703)	\$	0.00
b. % of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	0.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	0.00
8. CURRENT PAYMENT DUE	\$	0.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	0.00

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

SUBCONTRACTOR:

By: _____ Date: _____

State of: _____ County of: _____
 Subscribed and sworn to before me this _____ day of _____
 Notary Public:
 My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ _____

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
 ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.



APPLICATION NO: 0
 APPLICATION DATE: 1/0/1900
 PERIOD TO: 1/0/1900
 PROJECT NO: 0

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
1	NAME OF ITEM:	\$ -	\$ -	\$ -		\$ -			\$ -
2	NAME OF ITEM:	\$ -	\$ -	\$ -		\$ -			\$ -
3	NAME OF ITEM:	\$ -	\$ -	\$ -		\$ -			\$ -
4	NAME OF ITEM:	\$ -	\$ -	\$ -		\$ -			\$ -
5	NAME OF ITEM:	\$ -	\$ -	\$ -		\$ -			\$ -
6	NAME OF ITEM:	\$ -	\$ -	\$ -		\$ -			\$ -
7	NAME OF ITEM:	\$ -	\$ -	\$ -		\$ -			\$ -
8	NAME OF ITEM:	\$ -	\$ -	\$ -		\$ -			\$ -
9	NAME OF ITEM:	\$ -	\$ -	\$ -		\$ -			\$ -
10	CHANGE ORDERS (IF APPLICABLE):	\$ -	\$ -	\$ -		\$ -			\$ -
SCHEDULED VALUE (INCLUDING CHANGE ORDERS)									
	Total Labor:	\$ -							
	Total Materials:	\$ -							
	Total Tax:	\$ -							
	Total Scheduled Value:	\$ -							
GRAND TOTALS		\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -

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