# PROGRESS PAYMENT INVOICE

Monthly Scheduled Application

INVOICE NO:

DATE:

BILLING PERIOD:

TO (CLIENT / OWNER):

FROM (CONTRACTOR):

PROJECT NAME:

CONTRACT NUMBER:

## SCHEDULE OF VALUES & WORK PROGRESS

| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED (PREV. PERIODS) | WORK COMPLETED (THIS PERIOD) | MATERIALS STORED | TOTAL COMPLETED & STORED | % COMPLETE | BALANCE TO FINISH |
|---|---|---|---|---|---|---|---|---|
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| 5 | | | | | | | | |
| 6 | | | | | | | | |
| | **Totals:** | | | | | | | |

## CHANGE ORDER SUMMARY

| SUMMARY OF CHANGES | ADDITIONS | DEDUCTIONS |
|---|---|---|
| Total Approved Previous | | |
| Total Approved This Period | | |
| **Totals** | | |
| **Net Change Orders** | | |

## PAYMENT RECONCILIATION

| | |
|---|---|
| **1. Original Contract Sum** | |
| **2. Net Change Orders** | |
| **3. Contract Sum to Date (Line 1 + 2)** | |
| **4. Total Completed & Stored to Date** | |
| **5. Less Retainage (____%)** | |
| **6. Total Earned Less Retainage** | |
| **7. Less Previous Payments** | |

| 8. AMOUNT DUE THIS INVOICE | |
|---|---|

Contractor Signature

Date: _____

Architect / Owner Approval

Date: _____