

EXHIBIT 1 – Application for Payment

**SUBCONTRACTOR
APPLICATION FOR PAYMENT**

Subcontractor Name: _____ Application Number: _____
Project Number: _____ Invoice Number: _____
Project Name: _____ Period From: _____
Date of Application: _____ Period To: _____

1 Original contract amount: _____
2 Issued change order total: _____
(Through change order #: _____)
3 Contract amount: _____
(Lines 1 + 2)
4 Total completed to date by subcontractor: _____
(Gross billed)
5 Less gross amount of prior applications by subcontractor: _____
(Line 4 from previous application)
6 Gross amount currently due: _____
(Line 5 - 4)
7 Less current retention 10% (unless notified different) _____
8 Net amount due: _____
(Line 6 - 7) (Lien Release Amount) _____

PLEASE NOTE THE FOLLOWING:

- 1. This form must be accompanied by a lien release. No payments will be made without a correct lien release.**
- 2. The subcontractor's *Schedule of Values* (breakdown sheet) must be filled out and submitted with the application for payment, if more than one billing cycle.**
- 3. This application should include only items that are part of the base and issued change orders, pending items need to be billed after a change order has been issued.**
- 4. Payment will not be issued until the above requirements are met.**