

Payment Request Form for Construction

Company Name

BuildPro Contractors

Form Reference Number

PRFC-2024-005

Date of Request

December 20, 2024

Contractor Information

Name of Contractor: James Anderson

Company Name: Anderson Construction LLC

Contact Details:

- Phone: +1-456-789-0123
- Email: james.anderson@andersonconstruction.com

Project Information

Project Name: Skyline Tower Development

Project ID: ST-2024-456

Project Location: 789 Highrise Avenue, Metropolis, NY, 10001

Payment Details

Payment Milestone: Completion of Foundation Work

Amount Requested: \$50,000

Currency: USD

Invoice Number: INV-2024-789

Purpose of Payment: Payment for completed foundation work as per the approved construction agreement.

Payment Due Date: December 30, 2024

Supporting Information

Attached Documents:

- 1. Signed Work Completion Certificate
- 2. Invoice #INV-2024-789
- 3. Photos of Completed Work
- 4. Approved Project Schedule

Authorization Section

Requested By:

- Name: James Anderson
- Signature: _____
- Date: December 20, 2024

Approved By:

- Name: Rebecca Turner
- Signature: _____
- Date: December 21, 2024

Remarks/Comments

Payment requested to cover material costs and labor expenses for the next project phase.